



Tuesday, December 9, 2025, 6:15 pm

Board Meeting Minutes

Attendees: Nancy Gift , Amy Kearns-Auten, Shawn Youngman, Fred Pickering, John Nadig, Judy Buckley, Shane Shultz, Betty Hammond, Gerald East, Mark Perez, Ariel Camp, Katie Whitney

Not Present: Scott Converse, Christine Shove, Beth Kois and Betty Hammond.

6:15 President (John): Call to Order

Approval/edits to agenda

Privilege to the floor (3 minutes per public comment)

Secretary (Shawn): Minutes from October and November Board meeting (separate attachment)

Motion to approve October and November 2025 minutes: Ariel Camp

Second Judy Buckley

Votes All

6:20 Treasurer (Katie Whitney):

CD Renewal. We have a CD maturing at LNB, and need to decide whether to put it back in to CD or not. Deadline to decide 12/20/25

Motion to renew CD. *Made by* Fred Pickering

Second Gerry East

Votes All

Discussed new fee structure agreement for workshops-

Approve new fee structure for workshops – All approved in principle, no objections and no motion needed. Decided to make a Standard Operating Procedure (SOP) so that it can be amended more easily with a FAQ to add exceptions.

Motion to approve August, September financial statements Fred Pickering

Second Ariel Camp

Votes All

2026 Budget Proposal

Motion to approve 2026 Budget Ariel Camp

Second Fred Pickering

Votes: All

6:30 SES Update

6:40 People and Programs

Contract signatures for Cornell BR agreement.

Building Strong and Vibrant New York Communities

Diversity and Inclusion are a part of Cornell University's heritage. We are a recognized employer and educator valuing AA/EEO, Protected Veterans, and Individuals with Disabilities.

Motion to authorize ED to sign agreements, on behalf of CCE Wayne, with community partners and other service providers which are either no cost to the association OR under \$2500 in cost OR renewals of previous contracts which are no more than \$2500 higher in cost. If payment from CCE Wayne is required in the contract, the payment must be approved in the annual budget or by separate board agreement for any payments over \$2500. Motion: Judy Buckley

Second Shane Shultz

Votes ALL

Staffing

Motion to authorize Jan 2, 2026 (Friday) as a holiday, not in perpetuity, but this year as it is a Friday: Motion: Ariel Camp

Second Shawn Youngman

Votes ALL

Facilities

Staff Program Reports (Nancy, notes below)

Grant applications submitted (Hearst and renewal of Active People Healthy Wayne, working on Kellogg Foundation)

Donations – Postcards for annual appeal sent

6:55 ED Report and update on staffing (Nancy, below). Send posting to Board.

7:05 Review Schedule for 2026 Board Meetings (all at 6:15 pm at CCE Wayne, except August meeting at County Fair)

January 13, (Feb – committees), March 10, April 14, (May – committees), June 9, (July – committees), August 11 (at County Fair 4-H building), (September – committees), October 13, November 6 (Annual meeting), December 8

Motion to approve board meeting dates Gerry East

Second Shawn Youngman

Votes ALL

7:10 Board President (John) and Executive Session for ED review. Conferral of Title for 4 yrs.

7:30 pm Motion to exit executive session : Judy Buckley, 2nd: Ariel Camp, Vote: ALL

Motion to reappoint Nancy Gift for a 4 year term. Judy Buckley

Second: Fred Pickering

Votes: all

New business

Adjourn – 1st- Judy Buckley, 2nd – Gerald East, Votes- ALL.

Program reports

Master Gardeners

Our October program meeting and in-service training, attended by 27 MGV's, was on Laurel wilt, a new pathogen recently detected downstate that also infects sassafras and

spicebush. It's important that Master Gardeners are kept informed on emerging and potential issues as they are often first detectors for our area.

32 Master Gardeners attended our November meeting and in-service training on tree fruit pruning for home fruit production which we commonly receive questions on.

Client Case Highlight:

Question: This plant grew next to our deck last summer & returned again this summer. I'm wondering what the plant is & haven't been able to identify it. I'm writing to ask for help identifying it.

Thanks so much, Kim Comeau

Our response: MGV identified the plant as white snakeroot, also known as *Ageratina altissima* and shared the following with the client - It is a very prevalent native plant/herb in the Northeast, and central US. It is also very poisonous to mammals, especially cattle, cats and dogs. If you choose to remove it, always use gloves, as the sap is toxic. (Our MGV also shared a fact sheet with more information about the plant)

Follow-up client question: Thank you so much for your help identifying this plant! Do you have any suggestions on how best to remove the white snake root? It has grown in an area next to our deck (behind and within a planting of daisies) I think we only have 2 small plants of it. I've read that it spreads by its seeds and rhizomes, so I'm wondering if just pulling it may not get rid of it. The area the plants are growing in is covered with landscape rocks which are covering landscape cloth. Should we remove the rocks in the area under/around the plants too? I'm just wondering if removing the plant itself will remove the toxins or if they will remain on the rocks etc. Thanks so much! Kim

Our response: Our MGV recommended wearing gloves and pulling or digging the two plants out to get as much root as possible and then to dispose of them in the trash. She also suggested watching for regrowth or seedlings next year. Two additional control options were included for future growth: 1) covering the rocks with black plastic/tarp temporarily to prevent sunlight to kill any seedlings OR using a non-selective herbicide per label instructions, being very careful to only apply it to the snakeroot and not getting any on any desired plants.

Toxins should not be an issue on stones.

Impact: Due to the information our Master Gardeners provided, the client will be able to implement tactics for successful elimination of this plant from areas of concern.

Our Services:

Garden, Lawn, and Home Landscape Hotline: Master Gardeners don't keep regular office hours from Nov. 1st through March 31st but will come in as needed to complete soil pH testing and look at plant and insect samples. They also respond to questions left on our voicemail (315) 331-8415 Ext. 107 or emailed to us at mgwayne@cornell.edu.

Soil Testing: Our Master Gardeners complete soil pH testing for \$3.00 per sample at our office. Instructions for soil sampling and soil nutrient testing submission forms, completed by a soil lab in Ithaca, are also available from our office or we can email them to you. We can also assist with completing those forms and with soil test result interpretation.

Horticultural Presentations: If Wayne County groups are interested in receiving information on our available topics or would like to schedule a presentation, they should contact us at: mgwaynepres@gmail.com.

Our upcoming events:

The Holiday Greens Workshop: December 6th at the Wayne County Cooperative Extension Building from 9am to noon. This workshop is filled for 2025.

Seed 2 Supper (S2S) – Vegetable Gardening for Beginners – This course will be held at our office on Saturday mornings – Feb. 21st, Feb. 28th, and March 7th from 9am to noon. This is a 3-session course so attendees should plan to attend all 3 Saturdays. Registration is required.

For more information call our hotline or email us and please help us spread the word about this S2S course.

Agriculture

October Summary: October was a busy one for the Ag Department. The annual report was finished, the 5-year plan of work was submitted, and Ag registration for 2026 was finalized and digitized. I started a Seeds to Success professional development course designed for Ag educators and helping them connect with farmers to build relationships. The Farm Bureau of Wayne County held their annual meeting to discuss policy efforts for the new year. Effort for funding has started for the Spanish Language pesticide training for fruit growers. This pilot program, if funded, will focus on helping non-native English speakers to pass the pesticide applicators exam, which has consistently been a barrier for workers to get their applicators license. This has been highlighted by growers in the country as something that is necessary for securing long-term pesticide application on their operations. Community interactions have slowed due to winter coming, but we have had some this month. Two farm visits were made, one to help with horse pasture recommendations and one to give weed management advice for pigweed. We have also been contacted by a homeschool group to host an educational field trip in the spring, which will cover soil health information and showcase our learning garden.

Notable Events:

- Seed to Success: A professional development course I have started for the winter.
- Potato trial: I helped the Veg Program with harvesting potatoes for their variety trial this year.
- Spanish pesticide course: Working with the fruit team to put on a trial program for a pesticide applicators test prep course for non-native English speakers.
- Farm Bureau annual meeting
- Ag Reg 2026

Community Interactions:

- Horse pasture recommendations
- Town ordinance law and ag districting protections.
- Crop plan for Pi Squared
- Homeschool field trip
- IPM walk for Knucklehead Farm

Ag November Summary: Our office had a couple of community members interested in beginning an ag operation. One is interested in beginning a produce operation and I have just started communication with them. The other reached out and is interested in beginning an herb and goat operation to make homemade soaps. I have introduced her to the SCORE program in Rochester and will be working to help her build up a business plan and finding funding opportunities for her business. I have also met with the owner of Pi-squared to work on a holistic management project with her as part of my homework for the professional development course I am finishing up soon. This will go in-depth on what their core values are and using this as a framework for decision making rather than focusing solely on a profit motive. Our office was also contacted by the Genesee/Finger Lakes Regional Planning Council to review their Drinking Water Source Protection plan for the town of Sodus since there is significant agricultural production surrounding the source points. Our Annual meeting, Ag-in-Service and end of year reporting also took place this month. Lastly, our office has been working on two grant opportunities for projects in 2026. One is an English as a second language pesticide applicators course and the other is a weed management strategy called neutral weed communities which will focus on educating farmers on weed identification, and different management strategies that will help to reduce weed resistance to herbicide, increase knowledge in the farming communities, and provide environmentally conscious management strategies.

Notable events:

- Annual meeting, end of year reporting, Ag-in-Service
- Professional development course
- Grant proposal for Weed ID and Neutral weed community project

Community Interactions:

- Interested in beginning an herb and soap operation. Helping her find grants and beginning business resources
- Meeting with the owner of Pie squared to work on holistic management project for seed to success course
- Chicken plucker inquiry
- Person interested in purchasing an orchard and wanting information on revenue generation
- Drinking Water Source Protection plan
- Meeting with Eric Tuttle to discuss Spanish Pesticide course involvement

We have applied for the Guido & Ellen Palma Foundation Grant and should hear this month if we received it.

4-H Activities and Events

Produced in New York: This year's Produced in New York event was held at The Terrance Assisted Living again. This provided a great audience for the kids to do their food demonstrations and allowed for multi-generational discussions about 4-H. Our 4-Hers were able to discuss the residents 4-H years and they were very happy to have us there. We had 8 4-Hers conduct demonstrations and show off the different ingredients produced right here in New York. It was a fun day filled with great food.

Achievement Night: We had 49 people attend Achievement Night and help us congratulate our kids on an amazing 4-H year. We followed the ceremony with a pool party and snacks, it was a fun filled evening. We opened the evening up to the entire community and hope to continue that in the future so kids can really see that 4-H is important and something to celebrate.

Teen Exchange Program: We have paired with Guadalupe County Texas and will be traveling in the Summer of 2026! We have 9 youth confirmed and are looking for a few more to pair up evenly with our travel group. Spaghetti Dinner will be held on February 7th.

Open House/Holiday Special: We combined these two events this year to get a good mix of new and old members to attend. We had 4 clubs attend and we had 10 crafts for the kids to complete. We have 5 potential new families attend and see what 4-H is all about so that made it a success.

4-H Club Events: Our clubs have been very busy over the last few weeks. We have had multiple clubs participate in Truck-or-Treats, tabling events, Christmas Caroling, donations for Christmas boxes just to name a few. Teen Exchange is running multiple fundraisers and LAP programming is waiting for final commitments on December 15.

Upcoming:

- 4-H Enrollment now OPEN 2025-2026 year
 - Jan 8- Teen Activity Night
 - Jan 17- 10 and under Activity Day
 - Feb 16-19 Winter Weekend Camp Amboy
- Feb 20/21/27/28: Public Presentations----*Judges needed if interested!*

SNAP-Ed

No confirmation as yet that SNAP-Ed end of year funding extension will be honored as promised. Shelby's position funding was confirmed when the county passed their budget on December 2.

The SNAP-Ed 2026 budget for \$226,000 is finally being reviewed by SFS, which was pushed out due to the government shutdown. It was supposed to be finalized in early December by SFS but now it is projected for mid-to-late January.

Excellus grant proposal was awarded to CCE Wayne for \$15,000 towards continuing SSSH(Stay Strong Stay Healthy) programming to provide physical activity-based education along with opportunities for social connection and practice of fitness protocols which foster greater physical and mental health outcomes.

Adam and Shelby work on a LOI that was submitted November 20th for a NYHealth Foundation grant for additional funding to the Wellness in Motion Project, which mostly uses SSSH curriculum, but hope to incorporate other curricula like Walk with Ease (Adam and Mikayla are trained in) and Leah's Pantry's Body Connections, which 6 of the educators are getting training in this December.

A plan was put in place to start back up FVRx programming in November to help people during the holidays with access to fresh produce, which we have already gotten a lot of requests for classes from individuals and clinics with patients in need.

Future Planning

Solidify needs in the community of what Health and Wellness would best benefit Wayne County, and create a plan for the Health and Wellness department to be able to best fulfill those needs in what capacity we can.

SOAR- Disbursed \$3000 in SOAR remaining funds to the Savannah Chamber of Commerce and \$3000 to Clyde-SPAN. Final report sent to Greater Rochester Health Foundation, and further discussion is planned for productive asks in their next grant cycle.

Active People, Healthy Wayne – This grant is scheduled to end at the end of May 2026 (reminder: this funds half of Amy B's position, used to fund Melissa before she was promoted to 4-H lead). Wayne CAP is applying for this grant again, and including us both for Amy B's position and for half of one nutrition educator position.

Financial

September cooled things off from the August Activities and into schools we go!!

Revenues:

State and Federal Revenues were consistent beside two grants that were not budgeted for 2025: the NYS Farm Viability grant and NYS Growers grant of \$16, 492.60

We added Clyde-Savannah after school program which they paid upfront of \$12000.00 for the 2025-2026 school year.

Gain on investments and interest income has surpassed what we thought we budgeted. This month's income was in total \$7087.73

Expenses:

With letting go of our front desk FT personnel, we hired a PT front desk person and allocated a different grant to cover for the remaining time. The Temp/Casual budget monthly budget was \$2200.16 which over budgeted this of \$4869.97 this month.

Overall:

The big factors of this month are that we had \$54,984.40 in Livestock expenses for paying the participants from the prior month revenue from Auction.

We dispersed out the County Fair Premiums for the 4Her's that were shown at Wayne County Fair of which The Union Agriculture Society of Palmyra paid us in September \$4999.89

We finalized any of SNAP ED expenditures for this year's October 2024-September 2025 contract.

ED Report

Thanks to all of you who came to our Annual Meeting and Open House on November 7! I was pleased that we had increased attendance this year (I think not asking for RSVP's helped), and extremely happy with the enthusiasm and commitment that staff brought to making this event a success. Further, I think this event showed accurately the mood and productivity of CCE Wayne in general from 2025, with strong collaborations within the office, with our regional ag teams, and with other community organizations.

2026 brings uncertainty and hope in equal measure. We continue to wait for news about major grant applications, and I continue to foster relationships with community partners for additional programs and funding proposals. We are uncertain about how our nutrition education programs will fare, and how many of our staff we can retain for the full year. We know that our Wayne County communities have high needs, and we hope to be able to help people meet their needs for information and knowledge. That said, I do not like bringing a deficit budget to our board, and I give you my commitment that I will work with you to make necessary adjustments in staffing and expenses throughout the year. I will ask that we keep an alert executive committee in 2026, ready to help me make decisions as our financial situation changes.

At this writing, I haven't yet seen the survey results for my performance evaluation and renewal process. However, I do know that I have been treated fairly, given helpful and timely feedback, and supported consistently in doing the work of Executive Director. Staff continue to have enormous commitment to this work, as I saw in my interview; my hope and belief is that they also have increased confidence that their work is valued and appreciated. Two years ago, I came to this job excited to try something new, and from my perspective, the experience has been all I hoped. I see the next two years as a particularly critical time in helping CCE Wayne find more solid financial ground after the loss of federal SNAP-Ed funds, and I'm looking forward to that challenge as well.

Finally, I want to offer particular thanks to the board members who are ending their service (at least for now!) with CCE Wayne. Amy, Beth, Fred, and Christine: each of you have served this board at a particularly challenging time in this organization's work. I've been deeply grateful to work with each of you. CCE Wayne is a better organization for the hard decisions, the time, energy, and worry you have given to it. I'm keeping you all in my contacts, but I'm also confident that the patterns, practices, and decisions you made will continue to resonate in our work.

In early 2026, one of the next parts of my appointment process is a State of the Association talk. I've been thinking about the changes from the talk I gave in fall 2023 when I interviewed. Whatever happens next, I'm grateful that I've been the person who has gotten to lead the association through this time. And I'm grateful for the staff and board support that have helped make the work a real pleasure and a good adventure.