

Board of Directors Meeting
24 Martin Road, Voorheesville, NY 12186
May 27, 2026 – 6:00 pm
MINUTES

PRESENT: Carolyn Anderson, Christine Saplin, Laura DeGaetano, Sue Dwyer, William Reinhardt, Ann Potts, Ellen Doolin, John Kilroy, Allyson Whiting, Paul O'Connor (via Zoom)

STAFF: Lisa Godlewski, Anthony Zumbolo, Jessica Denno

ABSENT: Wendy Daignault, Kevin Millington, Theresa Rodriguez, Lisa Buenau, Barbara Stevens, Amy Shatsoff

I. CALL TO ORDER: By President Carolyn Anderson @ 6:03 pm.

II. WELCOME

III. APPROVAL OF MINUTES:

- **Board of Directors – March 25, 2026**

MOTION: Motion by Sue Dwyer to approve Board of Directors- March 25, 2026 Minutes as presented, seconded by William Reinhardt. Approved unanimously.

IV. REPORTS FROM OFFICERS:

President: Carolyn Anderson: We will be discussing Lisa's performance evaluation tonight which will include Lisa's summary presentation. Roles and responsibilities are expansive, and she carries them out beautifully. It is greatly appreciated that Lisa and her staff make our jobs so much easier.

Vice President: Christine Saplin: Appreciates the consistent positive energy of the association.

Treasurer: Not available.

Secretary: Ann Potts: Always new and exciting things going on at Extension- glad to be part of it.

V. LEGISLATIVE REPRESENTATIVE REPORT: William Reinhardt: No significant issues on the horizon from a legislative perspective.

County is planning renovation of some buildings at St. Rose- one dorm becoming senior housing. Legislature will be moving their sessions to St. Rose eventually and county offices will be moving from 112 State Street to St. Rose campus. Athletic complex will probably be the building that interfaces the most with the surrounding community. Multiple buildings will become County buildings, but how all buildings will be utilized has yet to be determined. One major company is planning to set up a corporate office.

VI. FINANCIAL REPORT: Anthony Zumbolo:

- January and February were presented. Cash and accounts receivable- affected by timing.
- Right of use and operating leases- higher than last year from the impact of the association's downtown office.
- Statement of operations – good overall.

MOTION: Motion to accept January and February Financial Statements as presented, pending audit, by Ellen Doolin, seconded by Ann Potts. Approved unanimously.

- Investments - back to being in a positive position. The one investment account is high on equity side of our percentage plan of 70/30 so will be looking to rebalance with the financial planner. CDs are still getting a 3-4% return.
- External Audit- Annual evaluation moving forward quickly as most of the review has been conducted off site. We will have a one-day site visit to review the last required material.

VII. PUBLIC COMMENT: No members of public in attendance.

Paul O'Connor shared: New York State is likely to pass the budget tonight or tomorrow. Our funding is anticipated to be level. Federal funding is also level- but cautiously optimistic. Lisa reminded all that our County dollars drive the percentage of 224 dollars that the association receives each year; collaboration with the County, for additional funding, helps in increase this amount.

VIII. EXECUTIVE DIRECTOR REPORT: Lisa Godlewski:

Just returned from the Executive Leadership Conference (ELC) out in Buffalo - a good chance to catch up with other Executive Directors from around the state and receive a bit of professional development as well.

Albany County Executive has released the 2027 budget request. The association will respond to the early July deadline and looks forward to meeting with the Commissioner of Management and Budget and his staff.

Planning to pilot test a voluntary 4–5-week compressed work schedule in July and August where staff would be conducting their hours in 4 longer days so that Friday afternoons are off. Staff will be notified of the opportunity to participate and will work with their supervisors on planning/scheduling so that programming and serving the public remains the priority. Operations staff will schedule coverage for the Friday afternoons that this will be offered.

IX. STANDING COMMITTEES: No reports.

X. PROGRAM REPORTS: Waived by President for this meeting.

XI. OLD BUSINESS: Lisa Godlewski:

- Shared Business Network (SBN) – Beginning the process of planning for a new 5-year Memorandum of Understanding to begin on October 1, 2026. Discussion planned with the Executive Directors from the association within the Greater Capital Region SBN next week to discuss Letter of Intent.
- 4-H Shooting Sports – Discussion around building a partnership between CCE's 4-H Archery program and the Turnpike Rod and Gun Club. Lisa Godlewski will have Barbara Stevens reach out to John Kilroy to set up a convenient time for a discussion to get started.

XII. NEW BUSINESS: Lisa Godlewski:

Lisa Godlewski provided a presentation summary of the annual review and association goals.

MOTION: Motion to move into Executive Session at 7:20pm made by Christine Saplin, seconded by William Reinardt. Approved unanimously.

Personnel Discussion

MOTION: Motion to leave Executive Session at 8:10pm made by Ellen Doolin, seconded by William Reinhardt. Approved unanimously.

MOTION: Motion to adopt the staff position description for the Association Lead Executive Director of Albany County made by Sue Dwyer, seconded by Ellen Doolin. Approved unanimously.

MOTION: Motion to approve an 8.343% increase in the Lead Executive Director salary effective June 1, 2026, so that the Lead Executive Director's compensation aligns with the new staff position adopted on May 27, 2026 made by Ann Potts, seconded by Ellen Doolin. Approved unanimously.

XIII. INFORMATIONAL REPORTS: No reports.

XIV. ADJOURNMENT

MOTION: Motion to adjourn by Ellen Doolin, seconded by Christine Saplin. Approved unanimously. Adjourned 8:13 pm.

Next Board Meeting: Wednesday, July 29, 2026 @ 6:00pm