



Mission: To sustain and support our community through collaborations that put experience and research to work.

Vision: Honoring the past, preparing for the future through life-long learning; sustainable agriculture and natural resources management; healthy adults, youth, and families; engaged communities.

BOARD OF DIRECTORS 2025 MEETING

August 5, 2025

5:00 to 6:30 p.m.

Hidden Valley 4-H Camp

2860 Hidden Valley Camp Road (whites Hollow Road)

Watkins Glen, NY 14891

- Welcome, Introductions & Call to Order
- Public Comment
- Meeting Minutes – June 24, 2025
- Prior Business
 - CCE Conferral Update
 - SNAP-Ed and 21st Century
- New Business
 - CCE Budget
 - SNAP-Ed
 - Impacts - Opportunities
 - Annual Meeting date and tentative location
 - Shared Fuel Facility Agreement

Reports and Updates – WIGO: (What Is Going On)

- *Finance Committee, Willie Hayes*
- *Mel Schroeder, Executive Director*
 - *SBN Update*
- *Paul Bartow, CCEESC Board President*
- *Adam Hughes, State Extension Specialist*
- *Governance Committee*
 - *Human Resource Manual Update*
- *Legislative Report, Michael Lausell & Larry Jaynes*

Next Meeting –



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BOARD OF DIRECTORS 2025 MEETING

August 5, 2025 | 5:00 to 6:30 p.m.

Hidden Valley 4-H Camp, Watkins Glen, NY

ATTENDEES: James Nolan, Jill Kasprzyk, Larry Jaynes, Mark McCullouch, Michael Lausell, Nigar Hale, Riqui Hess, Willie Hayes

EXCUSED: Kristen Van Horn, Paul Bartow

STAFF: Mel Schroeder, Virginia Montopoli

CALL TO ORDER

Meeting called to order by Jill Kasprzyk at 5:01 p.m.

PUBLIC COMMENT

None

MEETING MINUTES – JUNE 24, 2025

Motion to approve June 24, 2025, meeting minutes made by Michael Lausell; second Riqui Hess. **Motion unanimously approved.**

PRIOR BUSINESS (Mel Schroeder)

Conferral Update

Mel received her conferral letter from Andy Turner; her appointment as CCESC Executive Director will continue through March 19, 2029.

SNAP-Ed

SNAP-Ed programming across New York state will end September 30, 2025. CCE Steuben would like programming to end at the end of August with September set aside for reporting.

21st Century

Confirmation received that the MOU with Elmira is solid for the 2025-26 school year. 2 years remain on the grant.

NEW BUSINESS (Mel Schroeder)

CCE Budget

SNAP-Ed

Mel noted that the closing down of the SNAP-Ed program will be detrimental to County residents as well as the school. She would like to propose creating a temporary 1-year new position to help fill the gap. The current SNAP-Ed coordinator has a background in nutrition, health education, and working with children.

Mel raised the possibility of using PPP funds to help fund the position. She would like to reach out to Shawn Rosno to inquire about additional funding as the county needs to be involved in the conversation.

Motion made by Riqui Hess to approve the use of PPP funds not to exceed \$20,000 to fund the school and wellness coordinator temp position through the end of June 2026; second Michael Lausell. **Motion unanimously approved.**

Action Item: Mel will reschedule her September meeting with Shawn Rosno for August to discuss additional funding.

Impacts and Opportunities

Grants

Rural Forest Economics grant update through USDA, upcoming information meeting scheduled for September 8th.

Annual Meeting date and tentative location

Dates: November 6, 12 or 13. Mel will send the optional dates to all Board members. Location to be determined.

Shared Fuel Facility Agreement

Strike for now

REPORTS AND UPDATES

Finance Committee (Willie Hayes)

Willie reported that the finance committee met on June 30, 2025. The finance committee accepted financial reports through the end of May.

Motion made by Michael Lausell to accept the March, April, and May 2025 financial reports pending independent financial review by Cornell; second Nigar Hale.

Motion unanimously approved.

Bruce, Chemung Canal Bank's line of credit representative, will give a short presentation on their line of credit requirements to the finance committee or Board at an upcoming meeting.

CCEESC Executive Director (Mel Schroeder)

SBN is up for review we are hoping for some kind of savings as well as the opportunity to weigh in on what services are needed to help support our Association. A camp SBN would

be very helpful along with some ticketing system for HR like they have with Finance and IT.

CCESC Board President (Mel Schroeder for Paul Bartow)

Mel Schroeder reported that the Governing Board will nominate a new board member. Paul will make the nomination at an upcoming meeting.

State Extension Specialist (Adam Hughes)

No report

Governance Committee

Human Resource Manual Update

Will convene in the fall to review the Human Resource Policy Manual update.

Legislative Report (Michael Lausell & Larry Jaynes)

Michael reported that sales tax was down 2/10ths.

NEXT MEETING

5:00 p.m., October 21, 2025 at the Shared Services Building, 910 S Decatur Street, Watkins Glen, NY

MOTION TO ADJOURN

Meeting adjourned at 5:45 p.m.

SUBMITTED by Virginia Montopoli on 10/17/2025.