



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

December 16, 2025

5:00 to 6:15 p.m.

Shared Services Building

- Welcome, Introductions & Call to Order
- Public Comment
- Meeting Minutes – October 21, 2025
- Prior Business
 - CCE Budget
 - CCE Annual Meeting
- New Business
 - Grant updates
 - CCE office space

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

- *Finance Committee, Willie Hayes*
- *Mel Schroeder, Executive Director*
- *Paul Bartow, CCEESC Board President*
- *Tim Davis, State Extension Specialist (temporary)*
- *Governance Committee*
- *Legislative Report, Michael Lausell & Larry Jaynes*

Executive Session, if needed

Next Meeting – Organizational Meeting



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CCESC BOARD OF DIRECTORS MEETING

December 16, 2025 | 5:00 to 6:15 p.m.

Shared Services Building, Watkins Glen, NY

Attendees: Jim Nolan, Larry Jaynes, Nigar Hale, Paul Bartow, Riqui Hess, Willie Hayes

Excused: Janilyn Elias, Jill Kasprzyk, Mark McCullouch, Michael Lausell

Staff: Mel Schroeder, Virginia Montopoli

Call to Order

Meeting called to order by Paul Bartow at 5:06 p.m.

Public Comment

None

Approval of October 21, 2025 Meeting Minutes

Motion to approve minutes from the October 21, 2025, meeting made by Riqui Hess; second Willie Hayes. **Motion unanimously approved.**

Prior Business (Mel Schroeder)

CCE Budget

It didn't look like we would end up with a balanced budget without taking money, more money than we anticipated from our reserves this year. We worked with a couple program leads and some things came to light. We received extra money for the agroforestry work. We will have an MOU with Public Health for \$20,000 which we are very grateful because it will help with the garden infrastructure and will also help with staffing for other programs. The garden will be of help to people with autism: there will be different stations that are sensory related.

We couldn't get the camp budget balanced, so we made some adjustments. We don't have a year-round camp director so we pushed back the camp registrar to help with the association communications, we need more support there, we're first on the list in January for a website redesign. We are going back to monthly communications, quarterly reporting is too difficult, and we can't rely on social media to follow. So, by switching the camp registrar's time by 10% under the association to work with our

communications coordinator balanced the budget along with adding sports camp, volleyball camps and we're doing a therapeutic family day camp and raising the price of camp, as we haven't raised it in three years. With those things we added, we are very close to breaking even with camp this year. By raising the price of camp this year and keeping the same staffing pattern hopefully we've to turn a corner.

SNAP-Ed is in the budget because we are getting pressure from the University to sign on the Governor's Budget to include a half year for SNAP-Ed. We will sign but no one knows if it will be in the same form or the same framework that we had prior or if we'll even be included.

CCE Annual Meeting

We had the highest attendance over the last couple of years. We were able to expand the invite because we knew the Seneca Lodge could accommodate more people than the Grist Iron. We will likely use the Lodge again because people liked going there and it has a good set-up for a presenter. The Board usually budgets about 1,500 for the meeting. This year we spent around \$300.

New Business (Mel Schroeder)

Grant updates

The 21st Century grant is extended until June 30, 2027, this helped the budget since we were only counting on it until June 30, 2026.

Mel is working on a farmer's market resiliency grant with the Montour Falls library and Brett Chedzoy. It's a large grant. We don't know if it's large enough for the needs of what we are interested in.

CCE office space

With the loss of SNAP-Ed and Clean Energy, we have two unused offices, two unused cubicles and the camp director's office that we manage the upkeep and pay rent on. Mel did talk with Sean Rosno about this so if somebody else looking for space in the front of the building saving us even \$10,000 or 15,000 we would be able to invest it back into our programs.

Reports and Updates

Finance Committee, Willie Hayes

The budget looks good. There was unanimous support from the Finance Committee to go ahead and submit the budget.

Motion to accept the budget made by Willie Hayes; second Larry Jaynes. **Motion unanimously approved.**

Mel Schroeder (Executive Director)

Reported above.

Paul Bartow (CCESC Board President)

Paul shared that Mel has been doing a fantastic job over this past year. We can't thank you enough in terms of the work you've been doing.

Tim Davis, State Extension Specialist (Mel Schroeder)

Tim Davis is the new state extension specialist in a temporary role. He's a former executive director, and he's newly retired. He did share a quick update that CCES is fully accredited, we should get our letter by the time the board meets again to prove that we had no issues at all with things that go on at CCESC, and no deficiencies. Hopefully Tim will be able to attend the next Board meeting.

Governance Committee (Mel Schroeder)

The committee is still waiting for Cornell to send back the new HR manual and once we have that it will be reviewed by the Governance Committee.

Legislative Report (Larry Jaynes)

Sales tax revenue is 2.85 ahead of budget. We're sitting around 15M now, but our budget is 16M. By the end of December, we should hit budget without any problems.

Executive Session

Motion to enter Executive Session made by Larry Jaynes; second by Nigar Hale for an update on the 21st Century program. **Motion unanimously approved.**

Motion to come out of Executive Session made by Paul Bartow; second Larry Jaynes. **Motion unanimously approved.**

Next Meeting – Organizational Meeting

Minutes submitted by Virginia Montopoli on February 9, 2026