



**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**

October 21, 2025

5:00 to 6:15 p.m.

Shared Services Building

- Welcome, Introductions & Call to Order
- Public Comment
- Meeting Minutes – August 5, 2025
- Prior Business
  - CCE Budget
  - CCE Annual Meeting
    - November 19 from 5:30 to 7:30
    - Friend of Extension
- New Business
  - Board resignation
  - Board nomination
  - Grant updates

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

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

### **Executive Session, if needed**

**Next Meeting – November 19, 5:30 to 7:30**



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## **CCESC BOARD OF DIRECTORS' MEETING**

October 21, 2025 | 5:00 to 6:15 p.m.

Shared Services Building, Watkins Glen, NY

**ATTENDEES:** Larry Jaynes, Mark McCullouch, Michael Lausell, Nigar Hale,  
Paul Bartow, Riqui Hess, Willy Hays

**EXCUSED:** Adam Hughes, James Nolan, Kristin Van Horn, Jill Kasprzyk

**PUBLIC:** Janilyn Elias

**STAFF:** Mel Schroeder, Virginia Montopoli

### **CALL TO ORDER**

Meeting called to order at 5:02 p.m. by Paul Bartow

### **WELCOME AND INTRODUCTIONS**

Paul Bartow introduced Janilyn Elias who the Nominating Committee nominated to the CCESC Board. Janilyn is President/CEO of Martha Lloyd Community Services. She has several years of leadership experience, in the public education sector, most recently as a school superintendent. She also has experience in the special education area.

### **PUBLIC COMMENT**

None

### **APPROVAL OF MEETING MINUTES -- AUGUST 5, 2025**

**Motion** to approve August 5, 2025, meeting minutes made by Michael Lausell; seconded by Riqui Hess. **Motion unanimously approved.**

### **PRIOR BUSINESS**

#### *CCESC Budget*

Mel Schroeder and Susan Neal have a draft budget, but a few more things still need to be worked out yet. Clarification from Brett Chedzoy on his contracts for the upcoming fiscal-year is needed. There may be a potential loss in a grant that should not put too much of a dent in the overall bottom line of the budget, but will come with the loss of half of a person's position.

### *CCESC Annual Meeting*

- Wednesday, November 19 from 5:30 to 7:30 p.m., Seneca Lodge, 3600 Walnut Rd, Watkins Glen. This year's speaker is Xiangtao Xu, Assistant Professor of Ecology and Evolutionary Biology, College of Agriculture and Life Sciences, Cornell University.
- Friend of Extension  
The Friend of Extension award will be presented at the annual meeting. It recognizes local individuals who have been a strong supporter of CCESC.  
**Action Item:** Let Mel Schroeder know if you have a nomination.

### **NEW BUSINESS**

#### *Board Resignation*

**Motion** to accept Kristin Van Horn's resignation made by Mark McCullouch; seconded by Willy Hayes. **Motion unanimously approved.**

#### *Board Nomination*

**Motion** to appoint Janilyn Elias to the Board made by Paul Bartow; seconded by Mark McCullouch. **Motion unanimously approved.** (A formal nomination will take place at the November Annual Meeting.)

### **REPORTS AND UPDATES**

#### *Finance Committee (Willy Hayes)*

Willy reported that there was no meeting due to some scheduling issues. The next meeting will be before the annual meeting.

#### *Executive Director (Mel Schroeder)*

Mel reported that CCESC received the results of the compliance audit through Cornell University. There were no recommendations, but there is one finding that CCESC may need to pay \$7,000 back to Cornell. This is a coding error for the grape program that CCESC pays for, and it will be subtracted.

#### *CCESC Board President (Paul Bartow)*

Paul reported that he attended the Cornell University Executive Leadership conference with Mel Schroeder. It was highly informative and was great to see board members engage with extensions from all over the state.

#### *State Extension Specialist (Adam Hughes)*

Mel reported that Adam will be leaving his position as State Extension Specialist. He has accepted another position at Cornell. His new role will be with National Public Health through Cornell.

#### *Governance Committee (Mel Schroeder)*

Mel reported that the HR manual that was due to come out in September/October will not be out until January 2026. Janilyn is interested in joining the committee.

*Legislative Report (Michael Lausell & Larry Jaynes)*

Michael Lausell reported that the Legislature has their proposed budget ready for the November meeting. Because of unknowns, it looks like 2027 will be a dire year. Sales tax revenue is still positive. It looks like it will come above what we projected. They are trimming the projection a little more for next year.

**EXECUTIVE SESSION**

**Motion** to enter Executive Session to discuss a personnel issue leading to a potential grant loss to CCEC that involves multiple players from this community made by Riqui Hess; seconded by Willy Hayes. **Motion unanimously approved.**

**Motion** to come out of Executive Session at 6:55 p.m. made by Paul Bartow; seconded Janilyn Elias. **Motion unanimously approved.**

**NEXT MEETING**

November 19th, 5:30 to 7:30, Seneca Lodge, 3600 Walnut Road, Watkins Glen.

**MOTION TO ADJOURN**

**Motion** to adjourn at 6:56 p.m. made by Michael Lausell; seconded by Mark McCullouch. **Motion unanimously approved.**

**MINUTES SUBMITTED** by Virginia Montopoli on December 8, 2025.