



Meeting Minutes  
April 1, 2024  
Zoom Call

### Executive Committee Members

+ Caitlin Stewart, President  
Jessica Armstrong, Vice President  
Joann Burke, Secretary  
Alice Halloran, Member at Large

### Division Representatives

Rebecca Campbell, Division I  
Jason Cuddeback, Division II  
Carla Yaw, Division III  
Maren Stoddard, Division V  
Nicholas Klemczak, Division VI  
Olivia Calandra, Division VIII

### Guests

Shawn Murphy, Cortland County SWCD

### Absent

Katy Kemmeren, Treasurer  
Lydia Brinkley, Division IV  
Travis Ferry, Division VII



## Minutes

- I. **Call to order** – President Stewart called the meeting to order at 1:04 p.m.
- II. **4-Hour Fund application** – Stewart stated that Daniel Berheide of Essex County SWCD submitted an application for the use of 4-Hour Funds titled Silvopasture Field Day. Stewart sent this application in advance of the special meeting for everyone to review. The Silvopasture Field Day will be held on May 4, 2024, free of charge for District employees while non-District attendees will pay \$20. Discussion ensued.
  - **A motion was made by Cuddeback, seconded by Campbell to approve the Silvopasture Field Day in the amount of \$1,430. Halloran abstained. Carried.**
- III. **Frank Bratt Scholarship** – Campbell reported she received 8 applications for the Frank Bratt Memorial Scholarship. The applications she received were from Kaitlyn Boyle for Beekeeping Essentials for \$450; Michael Durant for Crop Management for \$250; Jevonnah Foster for Crop Management for \$250; Jacob Kelly for Game of Logging Level 1&2 for \$340; Alexis Lyndaker for Crop Management for \$250; Tyler Parr for Game of Logging 1&2 for \$340; Tonnie Sauca Jr for Crop Management for \$250; and Melissa Woods for Quickbooks 2-Day Live Class for \$500. Discussion Ensued.

- **A motion was made by Halloran, seconded by Steward to approve the Frank Bratt applications for \$1500: Michael Durant, \$250; Alexis Lyndaker, \$250; Tyler Parr, \$250; Tonnie Sauca Jr, \$250; and Melissa Woods, \$500. Carried.**

**IV. Frank Bratt Memorial Scholarship Fund Discussion** – Murphy gave a historical perspective overview of the Frank Bratt Memorial Scholarship. He stated the scholarship fund is competitive but if applicants don't get funded or fully funded, they can apply for the next round if the class or training has been held within 4 months. He also stated that in the past not all the money was awarded each quarter due to very few or no applicants.

**V. Bucket Raffle/Silent Auction Fund Discussion** – Murphy stated that the money raised from the bucket raffle and silent auction went into the Frank Bratt Memorial Scholarship Fund. He was unaware that the money raised with the gun raffle also went into the same account. Yaw stated there's approximately \$38,000 in the account and she felt this was too much money. Murphy stated he is not aware of any documentation that states what these funds are to be used for. He had found a written piece of paper stating that this fund would also fund the Sunshine Fund and Envirothon besides the Frank Bratt Memorial Scholarship Fund. Stewart stated that the Envirothon had its own line item. Yaw offered to reach out to Velynda Parker and ask her about the Sunshine Fund, Frank Bratt Memorial Scholarship Fund, and Envirothon Fund.

**VI. Other** – Armstrong reported she and Kemmeren were going through the Water Quality Symposium invoice from Double Tree Hotel and there are several mistakes. They hope to finish reviewing the invoice and send revisions back to the hotel within the next few weeks. The invoice is 157 pages long. Stewart thanked Armstrong and Kemmeren for reviewing this invoice.

**VII. Adjournment**

- **A motion was made by Stewart, seconded by Cuddeback to adjourn the meeting at 1:40 p.m. Carried.**

Respectfully submitted,



Joann Burke  
CDEA Secretary