



Meeting Minutes
February 5, 2024
Zoom Call

Executive Committee Members

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

Division Representatives

Rebecca Campbell, Division I
Jason Cuddeback, Division II
Carla Yaw, Division III
Maren Stoddard, Division V
Corrina Aldrich, Division VI
Travis Ferry, Division VII

Guests

Megan Webster, Ontario County SWCD

Absent

Shawn Murphy, Division IV
Olivia Calandra, Division VIII

Minutes

- I. **Call to order** – President Stewart called the meeting to order at 1:02 p.m.
- II. **Review and approve 2024 CDEA Budget** – Kemmeren sent out 2024 budget in advance of the special meeting.
 - **A motion was made by Cuddeback, seconded by Ferry to approve the 2024 CDEA Budget. Carried.**
- III. **Review and approve By-laws** – Stewart sent out By-laws in advance of the special meeting. Reviewed By-laws making a few minor edits.
 - **A motion was made by Campbell, seconded by Cuddeback to approve the By-law changes. Carried.**
- IV. **Review and approve 4-Hour Fund policy** – Stewart sent out policy in advance of the special meeting. She thanked Aldrich and Yaw for reviewing the policy and making necessary edits. She stated Yaw spent over 6 hours reviewing the policy. Kelly Emerick gave the policy a final review. The group reviewed the policy making minor edits to the policy.

- **A motion was made by Stoddard, seconded by Cuddeback to approve the 4-Hour Fund policy. Carried.**

V. **4-Hour Fund Application** – Stewart stated that Megan Webster of Ontario County SWCD submitted an application for the use of 4-Hour Funds titled Roadside Drainage Program. Stewart sent this application in advance of the special meeting for everyone to review. Discussion ensued.

- **A motion was made by Cuddeback, seconded by Armstrong to approve the Roadside Drainage Program in the amount of \$4,500. Carried.**

VI. **Adjournment**

- **A motion was made by Stewart, seconded by Campbell to adjourn the meeting at 1:58 p.m. Carried.**

Respectfully submitted,



Joann Burke
CDEA Secretary