



Special Meeting Minutes
February 3, 2026
Email

Executive Committee

Caitlin Stewart, President
Jessica Armstrong, Vice President
Joann Burke, Secretary
Kristin White, Treasurer

Division Representatives

Rebecca Campbell, Division I
Jason Cuddeback, Division II
Carla Yaw, Division III
Nick Klemczak, Division VI
Olivia Cunningham, Division VIII

Absent

Alice Halloran, Member at Large
Lydia Brinkley, Division IV
Maren Stoddard, Division V
Vacant, Division VII



- **A motion was made by White, seconded by Yaw to purchase the HP 2024 Business laptop for the Treasurer's position to put QuickBooks onto it and any other files corresponding to this position. All in favor. Carried.**

Respectfully submitted,

Joann Burke

Joann Burke
CDEA Secretary

Good morning,

Kristin mentioned that the new Dell laptop Katy purchased does not start up and the screen is small, making it difficult to complete required work. Kristin researched prices and models with a larger screen, and proposes to purchase a **HP 17.3 inch laptop for \$548.00**: <https://a.co/d/5iFWHca>. I bring this expense forward to the board for consideration and approval. Thank you.

Last purchased Dec 3, 2025
Capacity: 16GB RAM | 1TB SSD | View order



Click to see full view

Ask Rufus

Does it have a backlit keyboard? Can it run graphic design software?

Is the laptop lightweight? Ask something else

HP 2024 Business Laptop, 17.3" Touchscreen Display, AMD Ryzen 5 7530U(6-core), 16GB RAM, 512GB SSD, AMD Radeon Graphics, WiFi 6, Bluetooth, USB Type A&C, Windows 11 Home, with Laptop Stand

Visit the HP Store
4.5 ★★★★★ (69) | Search this page

\$548⁰⁰
FREE Returns

Buying multiple items? Go to multi-select

Capacity: 16GB RAM | 1TB SSD

16GB RAM | 1TB SSD
\$548.00

17.3"
\$869.00

See 1 options with no featured offers

Brand

Model Name

Screen Size

Color

Hard Disk Size

CPU Model

Ram Memory Installed

▼ See more

HP

HP Notebook

17.3 Inches

Silver

1 TB

Athlon

16 GB

About this item

\$548⁰⁰
FREE Returns

Ⓧ Deliver to Monroe - Rochester 14624

Only 2 left in stock - order soon.

Qty: 1 ▼

Add to cart

Need more than 19 units?
Request for Quote

Secure transaction

Ships from and sold by Holiday Electronics Deal.

Seller Credentials:
Business Hour Delivery

Return policy:
30-day refund/replacement

Add a Protection Plan:
☐ 3-Year B2B Laptop Accident Protection Plan for \$107.99
☐ 2-Year B2B Laptop Accident Protection Plan for \$78.99

Add to List ▼

Caitlin Stewart, MS

District Manager - Hamilton County Soil and Water Conservation District

103 County View Drive, P.O. BOX 166 Lake Pleasant NY 12108

518-548-3991 • hamcoswcd.org

President - New York State Conservation District Employees' Association, Inc.

President - St. Lawrence River Watershed Project

Secretary - Invasive Species Advisory Committee

Page 2 of 6

I make the motion to purchase this laptop for the Treasurer's position to put QuickBooks onto it and any other files corresponding to this position.

Kristin White

Principal Office Account Clerk



Monroe County Soil & Water Conservation District
145 Paul Rd., Bldg. #5
Rochester, NY 14624

Office Phone – 585-753-7380
Direct Line – 585-753-7663

I Second the motion.

Carla

Aye

Nicholas Klemczak
Executive Director
Schenectady County Soil & Water Conservation District
24 Hetcheltown Rd
Glenville NY 12302
518.399.6980

aye

Rebecca Campbell

District Technician

Wyoming County Soil and Water
Conservation District



36 Center Street, Suite D

Warsaw, NY 14569

585-786-3675 | 716-866-7131 (cell)

rcampbell@WCSWCD.onmicrosoft.com

Aye.

Jason Cuddeback-CCA
Division 2 CDEA Rep.
Grazing Specialist
Cayuga County SWCD
7413 County House Rd.
Auburn, NY 13021
315-252-4171

Aye

Sincerely,

Jessica

Jessica Armstrong, Executive Director

Oneida County Soil and Water Conservation District

121 Second Street

Oriskany, NY 13424

(315) 736-3334 Ext. 135

<https://www.oneida-swcd.org/about>

Vice President- New York State Conservation District Employees' Association, Inc.

Aye.

Caitlin Stewart, MS

District Manager - Hamilton County Soil and Water Conservation District

103 County View Drive, P.O. BOX 166 Lake Pleasant NY 12108

518-548-3991 • hamcoswcd.org

President - New York State Conservation District Employees' Association, Inc.

President - St. Lawrence River Watershed Project

Secretary - Invasive Species Advisory Committee

Aye!



Olivia Cunningham

Nassau County SWCD

Conservation Technician

ISA Certified Arborist #NY-6431A

TRAQ Certified

1864 Muttontown Rd.

Syosset, NY 11791

516-364-5861

Aye

Joann Burke

Ag Program Specialist

Madison County SWCD

6503 Wes Rd

Hamilton, NY 13346

(315) 824-9849 ext. 116

joann-burke@madcoswcd.com

