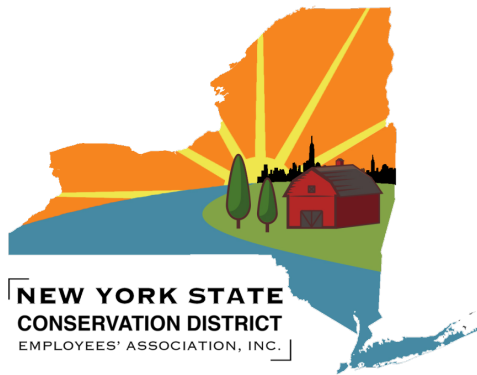




Meeting Minutes
December 8, 2025
Special Zoom Meeting

+ Executive Committee Members

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

Division Representatives

Carla Yaw, Division III
Jason Cuddeback, Division II
Lydia Brinkley Division IV
Maren Stoddard, Division V
Nick Klemczak, Division VI
Olivia Calandra, Division VIII

Absent

Rebecca Campbell, Division I
Vacant, Division VII



Minutes

- I. **Call to order** – President Stewart called the meeting to order at 1:00 p.m.
 - II. **Introductions** – Conducted.
 - III. **Review and Approve Frank Bratt Scholarship Application** – Brinkley shared her ranking spreadsheet showing three applications she received and that were ranked totaling \$1,606.00.
 - **A motion was made by Halloran, seconded by Stoddard, to approve the Frank Bratt Scholarship applications for \$1500: Ashlee Leemans, \$357.08; Jacob Sullivan, \$696.96; and Olivia Cunningham, \$445.96. Cunningham abstained. All in else favor. Carried.**
- ** After approval one request reduced the amount requested so all were able to be fully funded. Ashlee Leemans, \$357.08, Jacob Sullivan, \$750; and Olivia Cunningham, \$249.**
- IV. **2026 Budget Review** – Stewart thanked Kemmeren and Yaw on their hard work on the budget. Lengthy discussion ensued.
 - **A motion was made by Stewart, seconded by Cuddeback, to approve the proposed**

2026 draft CDEA budget. Brinkley abstained. All else in favor. Carried.

Brinkley expressed that districts in her division were against hiring a lobbyist so she felt she couldn't vote for a budget with money allocated for one. Halloran stated she is on the fence about a lobbyist.

V. Disband NCF Envirothon Committee- Stewart reported that Dustin Lewis, current NYS Envirothon Chair, has been receiving numerous correspondence from Blanche Hurlbutt concerning the NCF funds that CDEA holds.

- **A motion was made by Klemczak, seconded by Halloran to disband the 2024 NCF Envirothon Committee. All in favor. Carried**

VI. 2026 Awards Banquet – Stewart requested Cunningham to send out award nomination requests to districts now instead when districts are busy with annual reporting. Cunningham stated she will and may adjust the deadline date since she is the only representative who will be handling all the nominations.

VII. Division 7 Representative Vacancy – Stewart reported the Division 7 Representative vacancy needs to be filled. Cunningham stated she reached out to district employees but received no interest. Halloran stated that one of her duties as Member at Large is to recruit employees when there's a vacancy. She and Cunningham will split the counties and make cold calls in hopes of finding a representative. Halloran will reach out to Travis Ferry as he is an AEA for most of the counties to help recruit as well.

VIII. Other – None.

IX. Next meeting – January 21-22, 2026, at Hyatt Regency Rochester 125 East Main St Rochester, NY 14604 and virtual option

X. Adjournment

- **A motion was made by Klemczak, seconded by Yaw to adjourn the meeting at 2:47 p.m.**

Respectfully submitted,



Joann Burke
CDEA Secretary