

Jefferson County Youth Advisory Board  
Cornell Cooperative Extension Association of Jefferson County  
Wednesday November 5, 2025, 4pm

Minutes

1) Introductions

Present: Bobby Cantwell, Amy Zukas, Stephanie Graf, Erin Fazio, Caroline Feasler, Mary Jane Mathewson, Nicholle Lacey, Hayley Richards, Kael Hoselton, Katie Ramus, Brooke Roes, Erica Whitmore, and Robin Banks.

Excused: Scott Weller, Monica Makuch, Joe Wargo, Allyson Wargo, Anita Seefried-Brown, Ammbrose Souza,

2) Review 8/6/25 minutes – Mary Jane Mathewson made a motion to accept the minutes, Katie Ramus seconded the motion, the minutes were unanimously approved.

3) Youth Bureau Director's Report and Updates – Nicholle Lacey shared that all the funding resolutions were passed by the Jefferson County Board of Legislators. She also shared that the recreation scholarships are already being used. She asked Stephanie Graf to share through the Youth Services Network. The funding timeframe is 10/1/25 – 9/30/26. Claiming on past year is still being submitted and completed. Website has been updated regarding the funding and Recreation Scholarships.

4) Committee Reports

Proposal Screening Committee, Scott Weller – no report.

Executive Committee, Brooke Roes – no report.

Program Monitoring Committee, Monica Makuch – Brooke Roes volunteered to put together a new monitoring tool for program observations. The program list was passed around for committee/board members to sign up for program observations. An email from Marcy Fountain, TIYH Secretary graciously thanking the board for the grant funding was read.

Recognition Committee, Caroline Feasler – no report.

Board Development Committee, Joe Wargo – no report.

Youth and Community Development Committee, Katie Ramus – shared that it is her intent to move the youth training to the Spring of '26.

- 5) New Business – Amy Zukas starting in January 2026 will transition to take over the JCYB administrative work for Stephanie Graf. Stephanie Graf will be shifting some of her responsibilities due to new responsibilities at CCE.
- 6) Other – Robin Banks shared that she is available to make connections with Ft. Drum if needed. Caroline Feasler shared that CAPC does have resources to support families. It was shared that 11/6/25 at 11am near Guthrie Clinic 500 food boxes will be provided to those in need.

Hayley Richards was nominated and now admitted to the New York State Governor's Youth Council for a 2-year term. Congratulations to Hayley!!

- 7) Meeting dates and times for 2026, 4pm at CCE in the West Room.

January 14, 2026

April 1, 2026

August 5, 2026

November 4, 2026

On a motion by Kael Hoselton, seconded by Hayley Richards and unanimously approved to adjourn the meeting at 4:30pm.

Respectfully submitted,  
Stephanie Graf