

Youth Advisory Board Meeting
Cornell Cooperative Extension Association of Jefferson County
Wednesday April 15, 2025
4:00 PM

The meeting was called to order by Joe Wargo as President Roes could not be here today

1. **Introductions were made - Present:** Nicholle Lacey, Joe Wargo, Erica Whitmore, Amy Zukas, Ally Wargo, Ammbrose Souza, Erin Fazio, Anita Seefried-Brown, Caroline Feasler, Katie Ramus, Sharon Chaple, and MaryJane Mathewson

Excused: Brooke Roes, Robert Cantwell, Monica Makuch, Scott Weller.

Absent: Robin Banks, Kirsten Widrick, Kael Hoeslton, Hayley Richard, Mathew Tucker, Veronica Neff

2. **Review of January 14, 2026, minutes**– Brooke Roes name was spelled wrong as was Sharon Chaple’s name. Under Board Development Committee – Nicholle Lacey’s name was spelled wrong.

Anita Seefried-Brown made the motion to accept the minutes, Erica Whitmore Seconded, and the minutes were unanimously approved.

3. **Youth Bureau Director’s Report and Updates** - Nicholle Lacey shared that the RAP was approved.

The Youth Bureau Program Annual Report for 2024 and 2025 is on the Jefferson County website, www.jeffersoncountyny.gov/youth-advisory-board-information

A request of the committee is being made to reallocate money from administrative funds to the Youth Recreational Scholarship fund in the amount of \$3,000 to \$4,000. There is about \$12,000 allocated to the scholarship fund and almost \$11,000 has been spent leaving about \$1,000 in the account.

Camp scholarships are frequently requested, especially in May and they are coming in already. The Camps are allowed for up to \$500 per child due to the overnight stays.

Last year we increased the recreational scholarship fund, and we ended up spending over \$13000. It appears that we will have even more requests this year.

It should be noted that the state has been giving more money to the local Youth Bureaus, and we will consider increasing the Recreational Scholarship fund in the future. Need a motion to reallocate money from the administrative funding to the Recreational Scholarships.

Joe Wargo made a motion to reallocate \$3000 to recreational scholarships. Katie Ramus seconded the motion. All in favor / none opposed

The motion passed to reallocate money from the administrative funding to the recreational scholarships

Next year we should allocate more money to the Recreational Scholarships as long as allocations remain level funded

Nicholle is looking at the budget and we may be able to reallocate additional funds to programs that were not granted the full amount of money they requested from the Youth Bureau. Be on the lookout for an email in the next couple of weeks. We will need to vote via email as the next meeting is not scheduled until August. Please reply to Amy Zukas and Nicholle Lacey.

4. Committee Reports

Proposal Screening Committee - Scott Weller – No report

Executive Committee-Brooke Roes – No report

Program Monitoring Committee - Monica Makuch – No report

Joe Wargo shared that some people have started doing site visits

The new form was much easier to fill out and process according to Joe Wargo

Nicholle Lacey shared that she will be presenting the new form to the Regional Youth Bureaus – as it is very easy to understand and gather information for the documentation.

The site visits need to be completed and sent to Monica Makuch by July 14th

Amy Zukas will send a reminder to the people who are monitoring and which program they are signed up to do.

Anita Seefried-Brown stated she is on the monitoring committee and has not received any places she should monitor. Joe Wargo asked her to check with Monica Makuch who has the list.

If anyone needs assistance in understanding the new form and what needs to be done, please reach out to Monica Makuch.

Recognition Committee - Caroline Feasler

We have had 2-3 meetings and things are pretty much wrapped up for the Recognition breakfast.

It will be held May 8th at the Hilton Garden Inn.

It will open at 7:45 for registration / 8:15 is when breakfast starts / Presentations will start around 8:30-8:45

We have donations - \$500 from northern fed credit union / WSB did give 10 \$50 gift cards and a \$250 check as well / \$300 donation from Overhead Door

There are 6 awards being given and we will have some gift cards left over

Each recipient will be given a \$50 gift card, and the remainder will be held for next year.

Joe Wargo was sent the award winner names, and the plaques are in process – Joe

Wargo said

The new logo is being added to the plaques.

Jeff Stevenson, a retired trooper, is providing plaques for \$20 each / the total will be \$120 tax exempt

They will be ready in plenty of time.

Registration is live and open - The new system has a credit card fee – Cornell will process an invoice for those that don't want to use a credit card

Payment can also be given at the door.

Amy Zukas has been great at helping us out

Invites went out to assemblymen / legislatures

Award recipient and one guest do not have to pay for their breakfast

Nominators are willing to speak at the breakfast.

All nominators as well as the nominees have been notified.

Board Development Committee - Joe Wargo

Reminder, we need to keep our numbers up. We also must have 2 youths between 16 and 21 on our roster per the bylaws which we do have.

We need to put it out to more individuals who might be willing to participate. Please have them fill out an application and send it to Nicholle Lacey.

The Bureau sent it out to the schools last year and we need to do it again. This would be a great application to send out to National Honor Societies

Amy Zukas has a list of all schools and can send to superintendents. She can also look for the names of those who supervise the NHS and send them to those advisors.

Youth and Community Development Committee - Katie Ramus - No updates

5. **New Business** - No new business

6. **Other**

Amy Zukas shared that the next Youth Services Network Meeting will be on May 11th at Zoo NY. FynePr1nt Williams and the Zoo will be presenting.

After the meeting anyone that would like to go through the zoo can go through on a reduced ticket price. The meeting will be at 9:15 in the zoo classroom

7. **The next Youth Bureau Meetings** will be Aug 5th and Nov 4th at 4:00 PM in the West Room at Cornell

Motion to adjourn was made by Katie Ramus with Shannon Chaple seconding the motion.

Respectfully Submitted,

Erica Whitmore