

Date of Meeting: 10 December 2025

Location: Human Services Center, Route 310, Canton, NY

Board Members Present: Chairperson Bob Andrews, Vice Chairperson Adam Cook, Treasurer Pat Smith, Jaclyn teRiele

Staff Present: None

Guests Present: None

Call to Order: December 10, 2025 at 4:32pm.

Motion to enter executive session at 4:33pm to discuss employment history and evaluation (*to discuss the employment of a particular person and to discuss performance evaluation measures of a particular person*)

Made by: Adam Cook

Seconded By: Pat Smith

Unanimous vote to approve.

Motion to exit executive session at 5:35pm

Made by: Pat Smith

Seconded By: Jaclyn teRiele

Unanimous vote to approve.

Motion to approve AEM Strategic Plan as written.

Made by: Pat Smith

Seconded By: Adam Cook

Unanimous vote to approve.

Motion to offer Sarah (our former intern) \$17 per hour for up to 280 hours, as approved at previous Board meeting.

Made by: Pat Smith

Seconded by: Jaclyn teRiele

Unanimous vote to approve.

Motion to give employees December 24, 2025 as a paid day off.

Made by: Pat Smith

Seconded by: Adam Cook

Unanimous vote to approve.

The board was notified that an employee has been placed on medical leave pursuant to Civil Service Law 73. This leave is statutory and does not require board action.

Announcement: The Farmland Protection Board is seeking a member, call the St. Lawrence County Planning office if interested in the position.

Motion to adjourn at 6:04pm.

Made By: Pat Smith

Seconded By: Adam Cook

Unanimous vote to approve.