

# Watershed Agricultural Council

Agriculture ♦ Forestry ♦ Conservation Easements ♦ Economic Viability

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## Executive Committee Meeting

June 17, 2025

### I. Call to Order

Meeting called to order at 11:20 a.m. by Wayland “Bud” Gladstone.

Members Present:	Wayland “Bud” Gladstone, Chair	Fred Huneke
	Tom Hutson	Jennifer Grossman, via Teams
	Karl Gockel	Marilyn Wyman
	Michael Vander Werff, NYC DEP, via Teams	Steve Reed, via Teams

Others Present:	Ryan Naatz	Amy Faulkner
	Kayla Henderson	Carol Bishop

Bud Gladstone asked if there were any changes to the agenda. There were none.

### II. Approval of Minutes

**Motion to approve the minutes of the May 20, 2025 meeting, as presented.**

**Motion: Fred Huneke**

**Second: Karl Gockel**

**Approved**

### III. Executive Director’s Report

#### A. IT Security/Communications Plan Update

Amy Faulkner and Kayla Henderson met with Brian Caruso, IT, to set up WAC e-mail accounts for Council members and test the addition of calendars, folders, and notifications via MS Teams. Set up outcomes looked good; additional Microsoft 365 licenses have been purchased. How-to guides will be produced for Council members to assist with the e-mail transition. Kayla will be available for any trouble-shooting needs. Currently, non-Council member accounts are being set up; additional testing will be conducted thereafter. Council members will be able to access their WAC e-mail on their personal cellphones, if they choose. No additional software is required for the transition as it is web-based. To align with security requirements, folder access permissions will be granted accordingly. This will be very useful for productivity and meet compliance requirements with IT audits.

Amy Faulkner and Patti Bowker set up capabilities within the ‘Paychex’ platform to better assist with standardizing the recruitment process, coordinate interview setups, and screen resumes; details discussed. An additional advantage is job advertising can be posted for free on ‘Indeed’, allowing for substantial cost savings per month.

### IV. Chair’s Report

#### A. Transparency Policy Update – Review of Public Comments

The Draft Transparency Policy was posted on the WAC website for the required 30 days, one letter with suggested comments and feedback was received from the public the day of the deadline. Discussion ensued at length upon review of the letter, along with confirmation from both WAC and DEP’s legal teams respectively that the final proposed policy is considered acceptable as drafted.

TDD 1-800-662-1220

Watershed protection through partnership.

kdh: 6/20/25

Doc ID: 18841c1f46bb576e9bf79532ea458539cc2f5ee3

Motion to approve revisions made to the transparency policy as written and recommend to Full Council for adoption.

Motion: Karl Gockel

Second: Fred Huneke

Approved

V. Executive Session

Motion to enter into Executive Session at 11:45 a.m.

Motion: Karl Gockel

Second: Marilyn Wyman

Approved

Motion to come out of Executive Session at 12:28 p.m.

Motion: Fred Huneke

Second: Karl Gockel

Approved

Motion to approve the EV/Communications Executive Assistant position creation as presented and recommend to Full Council for approval.

Motion: Fred Huneke

Second: Karl Gockel

Approved

VI. Adjournment

Meeting adjourned by common consent at 12:29 pm, next meeting to be held July 15, 2025.

*Jennifer Grossman*

SIGNATURE

Secretary

TITLE

09 / 27 / 2025

DATE