

**Board of Directors
March 27, 2023
Meeting Minutes**

Members Present:

OFFICERS PRESENT

President: Jeff Fay

Vice President: Mark Reaves

Secretary: Jim Hill

Treasurer: Patty Companik

DIRECTORS PRESENT

Addison: Lewis Barnes

Bennington: Carol DeJohn

Caledonia: Bruce Carlson

Chittenden: Pat Poulin (Not Present)

Essex: John Hull

Franklin: Mike Burns

Grand Isle: Jeff Porter

Lamoille: Carmin Lemery

Orange: Juliann Sherman

Orleans: Roger Gosselin

Rutland: Mike Stewart

Washington: Jeff Halpin

Windham: Michael Garber

Windsor: Doug Jacobs

STAFF PRESENT:

Executive Director, Cindy Locke

LVRT/Trails Manager, Ken Brown

Trails Administrator: Matthew Tetreault

Office & Programs Manager, Mandy Dwinell

GUESTS:

Dustin Turner, Lamoille County Alt. Director; Ivor Stevens, Windham County Alt. Director; Stan Choiniere, Windsor County Alt. Director; Richard Spitzer, Chittenden County Alt. Director; Ed Hebebrand, Caledonia County Alt. Director; Re'al Cyr, Franklin County Trails Coordinator.

Jeff Fay called the meeting to order at 6:02 P.M.

An Addition to the Agenda under New Business, Roger Gosselin is presenting a VAST Public Safety PowerPoint he created.

Approval of Agenda

Grand Isle County: Motion to approve, Windsor County seconded to approve the agenda as amended. MOTION CARRIED.

Approval of the Secretary's Report

Essex County: Motion to approve, Grand Isle County seconded to approve Secretary's Report. MOTION CARRIED.

Correction to February BOD meeting minutes, Amber Stevens was listed twice as a guest, once as Windham County Alt. Director.

Approval of Treasurer's Report

Membership - we are short of budget expectations for \$438,152 or 84% of the expected budget
 Monthly activity - compared to the past two years is the lowest 21/420k - 22/228k and this year 170k

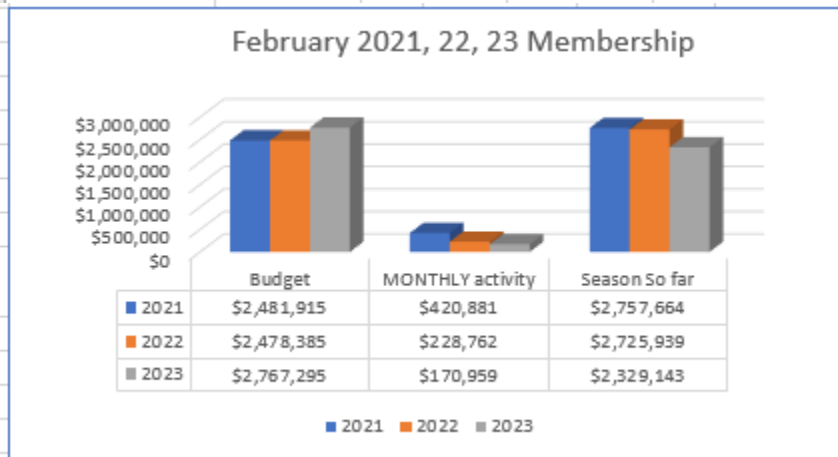
Income -The past two years we were at 90% of budget expectation - 2023 we are at 81% - 632k short of expected Income for Budget

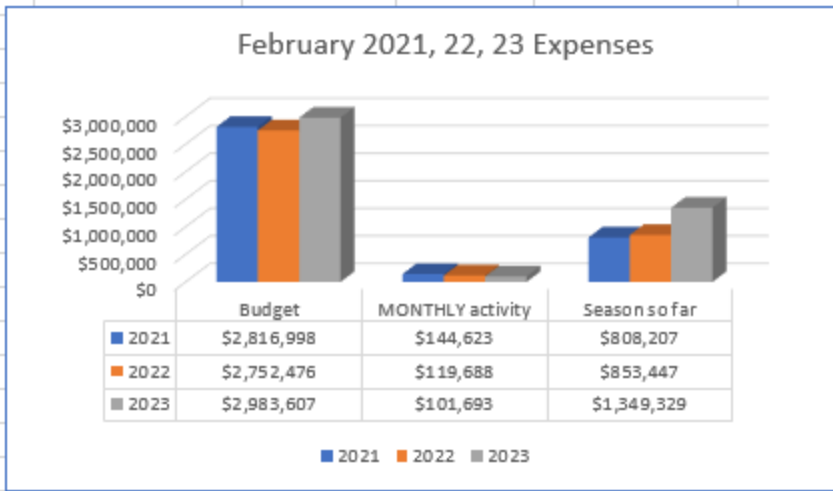
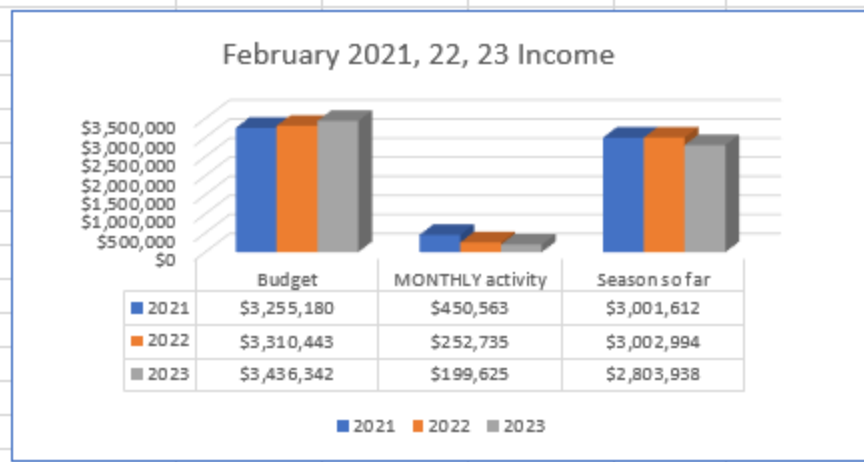
Monthly activity: 170k from membership and 16k contracted services (SSTP)

Expenses - The past two years we were around 30% of the budget - 2023 we are around 45% - as discussed at prior Board Meetings this is primarily due to the new grooming rates and start-up payment policy changes.

Monthly activity: Mostly operational expenses - Trails had 4776 in signage, 5966 in grooming and 1749 in GPS expenses

	Feb-21	Feb-22	Feb-23
Membership \$\$			
Budget	\$2,481,915	\$2,478,385	\$2,767,295
MONTHLY activity	\$420,881	\$228,762	\$170,959
Season So far	\$2,757,664	\$2,725,939	\$2,329,143
	\$275,749	\$247,554	-\$438,152
percentage	111.11%	109.99%	84.17%
Income \$\$			
Budget	\$3,255,180	\$3,310,443	\$3,436,342
MONTHLY activity	\$450,563	\$252,735	\$199,625
Season so far	\$3,001,612	\$3,002,994	\$2,803,938
	-\$253,568	-\$307,449	-\$632,404
percentage	92.21%	90.71%	81.60%
Expense			
Budget	\$2,816,998	\$2,752,476	\$2,983,607
MONTHLY activity	\$144,623	\$119,688	\$101,693
Season so far	\$808,207	\$853,447	\$1,349,329
	-\$2,008,791	-\$1,899,029	-\$1,634,278
percentage	28.69%	31.01%	45.22%





Approval of Treasurer's Report

Windsor County: Motion to approve, Rutland County seconded to approve as presented. MOTION CARRIED.

NEW BUSINESS

TMA Report – Cindy

To date; 22,239 TMAs sold to date. Revenue is \$400k off from the projected TMA sales. The report was sent to the BOD on March 27, 2023.

Club Review Update – Cindy

Cindy received an update from Bonnie, CPA regarding the status of the club reviews. To date, two clubs haven't responded. Cindy will connect with the county director associated with the clubs, and send a reminder to the two clubs.

EOY Budget/Actual Projection – Cindy

Anticipating the projection of EOY in the black for both General and Trail Funds. \$1.3M EOY projection for grooming expenses. Meeting with Patty next week to connect on EOY budget projections.

Discussion regarding grooming funds, also fuel payment distribution to clubs, which \$100k was put into reserves for the board last summer.

Trail Administrator's/ED Report/LVRT Repot – Cindy, Matt and Ken

Recently met with AOT, waiting on information on equipment grant funding. Hoping for more clarification regarding requirements on the funding soon. VAST will reach out to the BOD as soon as updates are available.

Special Trails meeting coming up in May. Reminder to clubs that would like to add more contract miles, upgrade contracts, or have new trails they want to construct that they need to have this approved at the special May meeting. Clubs that have any projects that will have a fee associated with them will need to attend.

Discussion on grooming log sheets.

Discussion on Rail Trail bridges.

Agenda Item Added: VAST Safety Video, Roger Gosselin

PowerPoint presentation on VAST Public Safety Video on the VAST interactive map, E911 map and helicopter landing zones. The presentation included information on defining trail signs, directions, helicopter rescue locations, and ways to utilize the VAST interactive map. The presentation was made specifically for First Responders and Call Centers.

Discussion regarding VAST Valcour Name card and adding clubs.

Committee and Other Meeting Reports

American Outdoor Risk Retention Group (AORRG) Insurance – President, Mark Reaves

The first required quarterly meeting was held last week. AORRG has been filing the required monthly and quarterly reports, there haven't been any claims filed as of yet. Not much to report with AORRG just starting this season.

Northeast Chapter and USA – Pat Poulin, Jeff Fay as VT Representative

Northeast Chapter: Nothing new to report

USA: Opening up a comment period on RTP YUS deal again soon. More information to come.

VT Snow Trails Conservancy (VSTC) – Jim Hill, VSTC President

Continuing to work on easements.

Law Enforcement (LE) Committee – Cindy

N/A

Awards & Nominating – Patty Companik, Chair

Six scholarship applications were received this year.

The committee reviewed and scored each applicant on their own (there are seven individual scoring categories)- and Patty calculates the average of all the final scores. Every one of us had the top scorer applicant as one of our top two. Thank you to the committee for taking the time to read and score each of the 6 applicants! This year's scholarship recipients are: Jordan Beloin and Brodie Massey.

Award nominations are due May 1, reminder these can be submitted year-round.

By-Laws & Policy – Mark Reaves, Chair

Will begin to review once the budget is done, probably in May. There was a large review last year, so I don't anticipate significant changes this year.

Annual Meeting – Jeff Haplin and Mark Reaves

Follow up contact with vendors with the date and location for Annual Meeting. Looking to connect with Essex County in May or June to recap the 2022 Annual Meeting, as this year will be a similar format.

Executive Committee, Jeff Fay

Nothing to Report

Financial – Patty Companik, Chair

Nothing to Report

Long Range Planning & Organizational, Mark Reaves

Nothing to Report

Resource Committee, N/A

Nothing to Report

Personnel – Juliann Sherman, Chair

Nothing to Report

Trails – Matt

The next meeting is in May.

Safety – Stan Choiniere, Chair

No March meeting. The next meeting is in April.

Thank you extended to Roger Gosselin for creating the VAST Interactive Map safety presentation.

Governor's Council – Cindy

In Pat's absence, Cindy shared meetings are held on the first Wednesday of the month at 3pm with the same Zoom link as the BOD meetings.

Appreciation is extended to all the volunteers for their year-round hard work and dedication.

Motion to adjourn by Washington County: Motion to approve, Windsor County seconded to adjourn the meeting. MOTION CARRIED. The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Jim Hill, Secretary