

**Board of Directors
August 22, 2022
Meeting Minutes**

Members Present:

OFFICERS PRESENT

President: Jeff Fay

Vice President: Mark Reaves

Secretary: Jim Hill

Treasurer: Patty Companik (Absent)

DIRECTORS PRESENT

Addison: Lewis Barnes

Bennington: Carol DeJohn

Caledonia: Bruce Carlson

Chittenden: Pat Poulin

Essex: John Hull

Franklin: Mike Burns

Lamoille: Carmin Lemery

Orange: Juliann Sherman

Orleans: Roger Gosselin (Absent)

Rutland: Curt Marechaux

Washington: Jeff Halpin

Windham: Michael Garber

Windsor: Doug Jacobs

STAFF PRESENT:

Executive Director, Cindy Locke

Trails Administrator, Matt Tetreault

LVRT/Trails Manager, Ken Brown

Office & Programs Manager, Mandy Dwinell

Media and Technology Manager, Beth Flint

GUESTS:

Mike Mustacio, Lunenburg Polar Bears. Mike Minor, Lunenburg Polar Bears. Dustin Turner, Smuggler Notch Snowmobile Club. Stan Choiniere, Windsor County Alt. Director. Ivor Stevens, Windham County Alt. Director, Ed Hebebrand, Caledonia County Alternant Director

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

Approval of Agenda

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

Approval of Secretary's Report

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

BOD welcomed back Lewis Barnes to the meeting.

Approval of Treasurer's Report

Data thru the end of July 2022 - 10 months - 83% of budget season

Income thru July 2022:

- Budget: \$3,310,443
- Monthly Activity: \$18,870
- Income to date/season: \$3,199,162 (\$-111,281 to make budget income expectation)
- Overall income is at 97% of budgeted income expectations - compared to July 2021 - where we were also at 97%

Expense thru July 2022:

- Budget: \$2,769,476
- Monthly Activity: \$65,884
- Expenses to date/season: \$1,968,012
- Remaining expense balance thru July 2022: \$801,464
- Currently at 71% of budget expense expectations - compared to July 2021 we were at 80%

Approval of Treasurer's Report

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

Tabled Items

N/A

Consent Calendar

N/A

Old Business

N/A

NEW BUSINESS

New Equipment Grant and Aid Application, Matt

At the BOD Retreat there was a discussion on the \$750k SOV funds and adjustments for the grant and aid application. A proposal has been submitted to AOT for review that encompasses some of the changes or some of the language that the BOD had discussed at the Retreat. The newly proposed application isn't substantially different from the original but does include a checkbox that asks if your club is helping to groom for other clubs and mutual aid, as well as a box to check if your equipment is more than 15 years old. The basic parameters are straightforward for the application. Beth was able to build the template and form in Salesforce as a starting point. Once there is approval on both the application from AOT and parameters or recommendations for changes are sent, we should be pretty much set for the application to be active.

Discussion on leaving the grant and aid application deadline of June 1st.

Discussion on the reminder of SOV review and approval timeframe can potentially be lengthy, as updates and information become available, Matt to share with BOD.

Discussion regarding current funds spent YTD on equipment grants.

Discussion regarding the club's grooming area and map. Cindy asked the board if they would like Ken to describe the trail usage data so they could better understand it. It was decided to do this at pre-meeting of the annual meeting.

Discussion regarding reviewing the current application process and filing requirements for clubs.

Discussion on percentages for awarded grant breakdown. Proposal to the state of 50% of the qualified grant and an additional 50% to qualified applications. This was incorrectly stated in the Trails Administrator's report, per Matt.

Grooming Contract Proposal, Trails Committee

Discussion on start-up payments and the percentage breakdowns for the grooming payments, with regard to finding a suitable alternative to calculating the percentages based on the total number of weeks groomed. Previously the subsidy was based on a percentage of 35-40% of the contract depending on how many weeks the club groomed. With discontinuing using the number of weeks, there would need to be a revision with the trail policy in connection with the startup payment.

Discussion on replacing the subsidy with a start-up payment. With removing the number of weeks, a new payment calculation equation needs to be determined for payments to allow for consistency for this season and moving forward.

Beth would need to make the updates with the grooming contracts in Salesforce to reflect the minimum and maximum percentages and would need ample time to build the changes in Salesforce.

The revisions will need to be approved by the Trails Committee and BOD at another meeting.

Discussion on a proposed percentage of 35% for the startup payment percentage. Previously startup percentage was 12.5%. The overall discussion is about increasing the startup payment vs the subsidy they get at the end of the season; therefore, everybody will be getting more money throughout the season but it will change what their total guarantee is so far for the season. The new structure gives clubs all of their subsidies upfront. Mileage may decrease, but funds may increase as well.

Discussion on connecting this week with the Trails Committee and Work Group to gather more information, and then bring the information to either the September BOD Meeting or as a special BOD meeting within September.

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

N/A

Committee and Other Meeting Reports

Northeast Chapter and USA - Pat Poulin, Jeff Fay at VT Representatives

N/A

Law Enforcement – Gary Nolan, Chair

Working with Hardwick regarding their application.

Lamoille Valley Rail Trail Committee – Ken Brown

N/A

Awards/Rec/Scholarship/Nominating Committee – Patty Companik, Chair

- Working on short speeches for Annual Meeting
- Jeff - all set with VT Engraving - they are shipping the portion of the order they missed directly to me - I've been in touch with them.

VT Snow Trails Conservancy – Jim Hill, VSTC President

The new Trustee vote was held last week. Cindy Locke resigned, and Ken Brown was voted in as Vice President. Currently

Working on a request for some money from the TMA sales similar to last year. Last year BOD voted to contribute \$2 for every TMA through the Conservancy. This year requesting a continuation of \$2/TMA from the BOD. This would be voted on next BOD meeting in September.

By-Laws & Policy – Mark Reaves, Chair

N/A

Annual Meeting, John Hull

Everything looks good and ready for Annual Meeting. Meeting this week to review tent placement and parking.

Executive Committee, Jeff

N/a

Finance - Patty Companik, Chair

Audit "Club Reviews" presentation has been posted to VAST Website

Long Range Planning & Organizational - Mark Reaves, Chair

Meeting Friday 8/26 to discuss the progress of the RRG so we can continue to be ready for 9/1 start.

Resource Committee – Ivor Stevens, Chair

N/A

Personnel – Juliann Sherman, Chair

Juliann shared with the BOD that Cindy's evaluation is in progress.

Trails – Brian Currier, Chair

Meeting within the next week with the Working Group.

Safety Committee – Stan Choiniere, Chair

Had a meeting this month to focus on Military and First Responder Safety Day. Cindy is working on securing the location in Lamoille County and the agenda from the prior event. Lamoille county offered the first option to do the food for the event.

Discussion from Roger who shared they had black and white intersection signs that included the GPS location on them and shared the information with the Safety Committee. Stan presented the information to the Trails Committee.

Suggestion to include QR Code on parking lot sign to navigate people to the VAST website.

Governor's Council – Pat Poulin, Chair

Meetings resume the first Wednesday in September.

Discussion on clubs regarding connecting for insurance. Clubs are under general liability as well as directors and officers. The policy does not cover property such as collisions. Covers events as long as it doesn't include racing of sleds. COI is sent out upon request to vendors.

Motion to adjourn by Addison County: Motion to approve, Rutland County seconded to adjourn the meeting. MOTION CARRIED.

The meeting was adjourned at 7:11pm.

Respectfully submitted,

Jim Hill
Secretary