



**Board of Directors
October 27, 2025
Meeting Minutes**

Members Present:

OFFICERS PRESENT:

President: Patty Companik
Vice President: Mark Reaves
Secretary: Ruth Halpin
Treasurer: Stephen Conti
Past President: Jeff Fay (Not Present)

DIRECTORS PRESENT:

Addison: Jennifer Lucia
Bennington: Carol DeJohn (Not Present)
Caledonia: Bruce Carlson
Chittenden: Pat Poulin
Essex: John Hull
Franklin: Mike Burns
Grand Isle: Wade Lockerby (Not Present)
Lamoille: Dustin Turner
Orange: Juliann Sherman (Not Present)
Orleans: Roger Gosselin
Rutland: Mike Stewart
Washington: Jeff Halpin
Windham: Ivor Stevens
Windsor: Doug Jacobs

STAFF PRESENT:

Executive Director: Cindy Locke
Trails Administrator: Matthew Tetreault
Media Manager: Beth Flint
Programs & Trails Manager: Mandy Dwinell
Office Manager: Tina Bedard
Finance Manager: Sheila Fenoff-Willett

GUESTS:

Greg Rouleau; Washington County Alt. Director, Stan Choiniere; Windsor County Alt Director, Tim Hunt;
Rutland County Alt. Director, Ed Hebebrand; Caledonia Alt. Director, Lucas Lecuyer; Bennington County Alt.
Director, Mike Mutascio; Essex County Alt. Director

MEETING CALLED TO ORDER:

President Patty Companik called the meeting to order at 6:00pm.

APPROVAL OF AGENDA:

Lamoille County moved, Essex County seconded, to approve the Agenda with the Additions of Mapgears Color Coding, and TMA Sales report. MOTION CARRIED

SECRETARY'S REPORT:

Rutland County moved, Windsor County Seconded, to approve the August 2025 Secretary's report as presented. MOTION CARRIED

Essex County moved, Lamoille County Seconded, to approve the September 2025 Secretary's report as presented. MOTION CARRIED

TREASURER'S REPORT:

YTD ending Sept 30th, 1.2 million in cash operating accounts. Reserve accounts at 2.4 million, with 1.3 of that in Trails accounts, \$814,000 in other board designated accounts, and \$265,000 was scholarship reserves. Revenue did not change much from last month. Finished the year \$863,000 profit, and moved the encumbered amount into the trails reserves, which finished the year @\$160,000 in the black. This money will be moved into the Club Equipment Reserves, according to the vote by the board in September.

Windsor County moved, Lamoille County seconded, to approve the Treasurer's Report as presented. MOTION CARRIED

AGENDA DISCUSSION

UNFINISHED BUSINESS:

1. Waterbury Bridge- Jeff H.

Talked with Nathan from Green Mountain Roamers and Mark Reaves. Nathan to be new head on this and trying to get movement with engineers. Jeff feels the engineer needs a budget to move forward. Nate/Jeff were asked to get a quote from the Engineer on an assessment of what de-commissioning and repair costs would be, and present to the board to vote on at a later meeting.

2. Map Gears App- Matt/Mandy - Added to agenda- color coding.

A meeting set for Oct 29th. Matt will be pushing for the enhancements that were previously asked for are made. ME, NY, MA, NH, PA, and Vermont have been meeting together to request consistency across the states on the App for Trails colors/etc. Discussion on colors used now and proposed.

Rutland County moves, Washington seconded to approve the unification with the states of NY,ME,NH,MA and PA for the color coding of the trails. MOTION CARRIED

3. GPS Units Pilot- Matt/Mandy

Gathering Info to start testing the pilot from some of the clubs participating. Waiting on Woodford for information, another club could be sked if needed. Evaluation to be done after this season when all information is gathered from the 6 clubs doing the pilot. Discussion on why the 6 clubs were selected, covering all areas of the State.

4. Clothing-On Demand Shopping- Mandy

We have Partnered with KLIM for a holiday Pre-Buy, Items are to be customized with the VAST logo and can be bought on the online store of the website where the T-Shirts are. More info coming in VAST Blasts.

5. Annual Meeting- Patty/Cindy

Patty thanked Addison County again for this year's Annual meeting. A reminder for any reward recipients to send photos to Beth at editor@vtvast.org . Congratulations to all award recipients.

6. RSVP Reminder for December 15th BOD Holiday Gathering- Cindy.

Please reply to Tina at the Office about the December in-person holiday meal and meeting. Emails have been sent out.

NEW BUSINESS:

1. Club Updates- Patty

There is a checklist on the Forms page on the VAST Website for requirements for IRS, Secretary of the State, etc for clubs that need to be updated every year.

2. PSA: Club events- Patty

Any event, club meetings, workdays, etc need to be on the VAST website events page VAST by 11:00 am on Wednesdays to be highlighted in Patty's weekly Facebook announcements.

3. VAST Tradeshow booths update- Cindy

A new Booth was designed this year. Have been to 3 shows, with one more coming up. Traffic down some, but quality of contacts was good.

4. 2026 VAST Committees- Patty/Cindy

The Committee slate have been assigned and are in the packet. Summaries have been updated. Patty to send Charges to the Chairs of the Committees.

Windsor County moves, Lamoille County seconded, to approve the Committee Assignments for the fiscal year 2026. MOTION CARRIED

5. Grooming log sheets Process for upcoming season- Cindy/Matt/Beth

Beth is developing an online form that can be filled out online or can be printed out and handwritten. Simple form, with complete instructions. This is required for this season through the Pilot.

6. Role of Director Guide & Director Resource Guide- Patty/Cindy

New and Updated Guides for Directors with info on sharing info with VAST, VAST policy & Bylaws, voting directions, County meetings, etc. Guides sent out in packet. Make sure more than one person has access to the Bank Statements and review financials. Info on Representing your Counties, and leadership responsibilities.

7. Ambassador Training- Cindy

Two Ambassador Training meetings have been held. There were 500 reports made from our Ambassadors last season, there are 46 Ambassadors state wide this year now.

8. DMV- Cindy

It came to the attention of the Office that the DMV has software down in the Registration Department. Renewals can be done online, but new has to be done in person. Plan to do as we did during COVID. Send in confirmation of a meeting scheduled, the Office will work with anyone needing help getting their TMAs.

9. TMA Sales- Cindy- Added to agenda

The TMA Sales are trending about the Same as this time last year for Earlybird TMAs

10. Deerfield Valley Stump Jumpers- Patty/ Cindy

A Selectboard meeting was recorded and posted to social media about some Trail work of a bridge that did not have Landowner Permission for. The Executive Committee has met with the club and asked for some action items to be completed. Also missing 10 Landowner Permission slips, 6 have been submitted, the club are working to get the remaining and are actively working on the additional action items.

Michael Garber has resigned from all Club and County Positions. The Bridge is not complete, and Landowner has requested the trail be closed for the 2026 season. Landowner and VAST Lawyers are communicating to resolve.

TRAIL ADMINISTRATORS, PROGRAM & TRAILS MANAGER & ED REPORTS- Mandy/Cindy/Matt

All reports sent in the packet. Grooming Contracts to be sent out first or second week of November. Cindy stated they would send out when and how often the grooming logs are to be completed with detailed instructions. Mandy to send out training videos for refreshers on how to update trails. Info on password and signage ordering is on Mandys report, detailed info included.

Committee Reports- questions/discussions

Reports were sent in the packet.

Deadlines are included on the back of the agenda.

Lamoille County makes a motion, Essex County seconded to adjourn meeting,

The Meeting was adjourned at 7:25pm

Respectfully submitted,
Ruth Halpin, Secretary.

DRAFT