



**Board of Directors  
November 24, 2025  
Meeting Minutes**

**Members Present:**

**OFFICERS PRESENT:**

President: Patty Companik  
Vice President: Mark Reaves  
Secretary: Ruth Halpin  
Treasurer: Stephen Conti (Not Present)  
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  
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, Ed Hebebrand;  
Caledonia Alt. Director, Lucas Lecuyer; Mike Mutascio; Essex County Alt. Director, Richard Spitzer;  
Chittenden County Alt. Director, Mike Koehler; Orleans County Alt. Director,

MEETING CALLED TO ORDER:

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

APPROVAL OF AGENDA:

**Windsor County moved, Lamoille County seconded, to approve the Agenda. MOTION CARRIED**

SECRETARY'S REPORT:

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

**Lamoille County moved, Winsor County Seconded, to approve the November 2025 Special Meeting report as presented. MOTION CARRIED**

TREASURER'S REPORT

Patty sent Treasurers Report by email and presented the report in Steve Conti's absence. The report was sent in the board packet for review. \$164,000 did transfer. Almost dollar to dollar to two years ago, trending very well, and over last years numbers.

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

**AGENDA DISCUSSION**

UNFINISHED BUSINESS:

1. Waterbury Bridge- Nathan

Nathan is working on getting a quote to move forward on getting an estimate on money needed for getting a study.

2. GPS Units Pilot- Matt/Mandy

Matts report goes into detail, Ready to go, waiting on one more club and one more Vendor. Companies putting together instructions and will be mailing directly to the clubs, and want to do a ZOOM meeting to go over everything. Send Mandy when a time/day would be good for the Zoom meeting.

3. Clothing-On Demand Shopping- Mandy

We are halfway to the deadline to get in on the presale/Holiday deadline. All products to be shipped directly to buyer.

4. Water Trail dead-end signage reminder- Matt

All in Matts report. The deadline is Monday, December 1, 2025.

5. RSVP Reminder for December 15<sup>th</sup> 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.

6. Windham County- Deerfield Stump Jumpers- Cindy/Patty

Deerfield Stump Jumpers are working with landowners on a possible reroute, at a selectboard meeting this evening. The settlement agreement was all signed.

7. Windham County Officer Elections Update. - Patty

Windham County held Officer elections. Ivor Stevens is the New Director of Windham County.

8. Rutland County- Mike

All 10 Clubs attended the County Meeting. All items are scheduled to be completed by the December 1<sup>st</sup> deadline per the BOD motion by the BEST Club.

9. VAST Tradeshows Updates- Cindy

Completed all Tradeshows. Reduced numbers on some of the people that went and ran booths. Good attendance for all shows.

10. TMA Sales- Cindy

Report was emailed in detail, we are tracking well this Earlybird season.

NEW BUSINESS:

1. Grooming Log Sheets Deadline/process- Cindy/Matt

Log sheets and grooming contracts mailed to all clubs with detailed instructions. Deadline is December 1<sup>st</sup> for Grooming Contracts. Please submit log sheets Weekly- even when you did not groom.

2. Trails Policy Language- Matt/John

The Language change the Trails Committee came up with was sent in the board packet for review by the board. Trails Policy Manual changes on Pages 2, 17 & 18, with red on them. This is meant to clean up the language on carrying forward projects from year to year, to make the policy more clear. Specific Dates are Stated in the policy. **Windsor County moved, Lamoille County seconded, to approve the Updated Language Change in Trails Policy Manual as presented. MOTION CARRIED**

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

All reports sent in the packet. Pay attention to all dates in Matt and Madys reports as well as printed on back of agenda. Pay attention to the volunteer list being sent in on time especially for family TMA discount. Use Volunteer TMA first before the purchase for family.

Committee Reports- questions/discussions

Report summary was sent in the packet.

Deadlines are included on the back of the agenda.

The Holiday Meeting and Dinner are in Person on December 15<sup>th</sup>, address was sent by the office.  
HAPPY THANKSGIVING.

**Chittenden County makes a motion, Windsor County seconded to adjourn meeting,**

The Meeting was adjourned at 6:45pm

Respectfully submitted,  
Ruth Halpin, Secretary.