



Board of Directors December 16, 2024 Meeting Minutes

Members Present: OFFICERS PRESENT:

President: Patty Companik Vice President: Mark Reaves Secretary: Ruth Halpin Treasurer: Stephen Conti
Past President: Jeff Fay

DIRECTORS PRESENT:

Addison: Lewis Barnes
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: Michael Garber
Windsor: Doug Jacobs

STAFF PRESENT:

Executive Director: Cindy Locke
Trails Administrator: Matthew Tetreault
Media Manager: Beth Flint (Not Present)
Programs & Trails Manager: Mandy Dwinell
Office Manager: Tina Bedard
Finance Manager: Sheila Fenoff-Willett (Not Present)

GUESTS:

Ivor Stevens; Windham County Alt. Director, Ed Hebebrand; Caledonia County Alt. Director, Stan Choinere; Windsor County Alt. Director, Greg Rouleau; Washington County Alt. Director, Jim Hill; VT Snow Trails Conservancy, Mike Mutascio; Lunenburg Polar Bears, Mike Koehler; Orleans County Alt. Director, Richard Spitzer; Chittenden County Alt. Director, Tim Hunt; Rutland County Alt. Director, Amber Stevens; Awards Chair, Tim Park; Rutland Trail Coordinator, Kenny Gammell; Former Caledonia County Director, Steve Topper; Deerfield Valley Stump Jumpers, Terry Chandler; Safety Ambassador, Richard Sedlack; Safety Ambassador, Angel Emmons.

President Patty Companik called the meeting to order at 6:10pm in person at VASA building, with ZOOM option.

APPROVAL OF AGENDA

Orleans County moved, and Chittenden County seconded, to approve the agenda as presented. MOTION CARRIED

SECRETARY'S REPORT

Orlean's County motion to approve, Lamoille County seconded to approve Secretary's Report as corrected. MOTION CARRIED. To be added, Under Safety Committee: Added 2 new members. Ideas for a "Safety Refresher Course", as well as promoting safety at events with a "Adventure Readiness tent", using What 3 words, how to use the map, etc. Discussion on needing more Certified Safety Instructors.

TREASURER'S REPORT

Windsor County, Motion to approve, Franklin County seconded Motion to approve Treasurer's report as presented. MOTION CARRIED

Summary of Budget activity emailed to Directors from Stephen. Discussion on seeing itemized monthly expenditures, cash flow. Report activity on Reserve accounts when used. Steve to get back to board on items asked for clarification in expenses.

Cash Balances - \$3,290,022.13

- **NSB-Trails Projects Acct - \$654,515.43**
- **NSB-Trails Special Reserve Acct - \$39,540.00**
- **Flood Relief Trailwork Acct - \$271,003.32**
- **NSB VAST General Acct - \$1,503,015.57**
- **Fidelity Cash Acct - \$6,092.00**
- **Capital Reserve - \$803,335.40**
- **Bill & Mitzi Scholarship Reserve Acct - \$12,520.41**

Groomer Loan Commitments - Total Guaranteed Amount as of 9/30/2024 - \$132,474.57

Revenues: \$614k under budget YTD for the month of November, Revenues are tracking behind budget, but are \$54k higher than last year.

- **Interest - \$1,300 over budget - Tracking higher than budget, but on track with the prior year**
- **Memberships - \$647k under budget - Tracking under the previous year. This is fluid and has to do with the Early Bird TMAs, as the season hasn't opened up yet. Once the final numbers are gone through for the Early Bird, we should have an idea on the full impact.**
- **Marketing & Contract - \$72k over budget - Tracking over previous year as well by \$48k, tied to the**

offsetting expenses for the Green Mountain National Forest.

- **Sale Items/Media & Communication - Tracking on budget and with prior year**
- **Contracted Serviced & Misc. - \$40k under budget - Tracking in line with prior year - Includes trail signs and other miscellaneous income.**

Expenses: \$398k under budget YTD - For the month of November, expenses are tracking behind budget, but are \$138k higher than last year, mostly due to the GMNF expenses. The largest under budget variances were attributed to Operating & Business expenses and the Trail Gen Expenses - Related to the GMNF expenses. All other expenses are tracking close to budget and the prior fiscal year.

TABLED ITEMS

Nothing Tabled.

OLD BUSINESS

- a. Waterbury Suspension Bridge- Jeff H/Matt

Nothing to report.

- b. Financial Resolution- Financial Committee

Meeting Scheduled for January 16

- c. Plowing Application- Cindy/Matt

Discuss in January

- d. Mapgears Update- Mandy/Matt/Cindy/Beth

Board Received a handout; VAST app/Map FAQ. Working on the bugs. Anything Missing for businesses: email full list to Cindy. Any Trails Missing: send Screenshot if possible to Matt and Mandy. Discussion on other States, provinces that use system. Businesses can be on map at no charge. Reminder: Use only the CLUB email address to update.

- e. "3 Words" app sign- Stan/Roger

Safety Committee working on a Standard sign to be used, more to come in January.

- f. Welcome VAST Committee Members message- Patty.

Patty sent out message, Conflict of Interest to be updated for new folks. Bylaws/ Policy Committee to set up ZOOM meeting with new Committee members to review COI documentation.

- g. Upcoming VAST deadline Reminders for December/ January- Patty

- January 10: Club Magazine articles due.

NEW BUSINESS

- a. EB TMA Sales Update- Cindy

13,000 to date, off by @ 2,000 from last year. Will be pulling Raffle winners this week.

- b. Digitizing LOPF's (Land Owner Permission Form's)- Cindy

To be removed from agenda until later in the year, is a work in progress for future enhancement. Landowner permission forms to be integrated into Map.

- c. VAST President Communication- Patty

Patty to do another Video Communication, to include upcoming Events. Only Events listed on the VAST Website to be included. Get your Clubs Event info on the Website if they would like to be included.

TRAIL ADMINISTRATOR'S & ED REPORT- Cindy and Matt

Discussion on State Lands putting numerous water bars in, destroying trails in Rutland County. Matt and Pat to get back to Mike for contact info regarding this. Discussion about if there is anything in WRITING about when Groomers can start, Cindy to look to see what is in state statues. Cindy to send out Land Owner Appreciation letter she created, she also requested the one from the Governor.

COMMITTEE & OTHER MEETING REPORTS

- A. American Outdoor Risk Retention Group (AORRG) Insurance- Mark Reave Nothing to Report

- B. Northeast Chapter & USA- Pat Poulin, Jeff Fay as VT Representatives.

NE Chapter Ride/event to be 2/4-2/8/2025 in Malone NY. One ride will coincide with the NY State Association Ride. USA – National Forest are now requiring bridges to meet highway standards. NH & Maine having a huge problem with this, VAST has been working of this- got ahead of it. Matt Received letter back in October, started communication in dealing with this. USA is drafting a letter to send to states, VAST looking into weather we want to sign their letter, or handle ourselves. Cindy and Matt to send copy of letter from National Forest to the board to review.

- C. VT Snow Trails Conservancy VSTC President- Jim Hill Nothing to Report

- D. Law Enforcement (LE) Committee- Cindy Nothing to Report

- E. Awards & Nominating- Amber Steven, Chair Nothing to Report

- F. By- Laws & Policy- Mark Reaves, Chair

ED Evaluation Draft being reworked, and sent back to Personnel Committee to review

- G. Annual Meeting- Jennifer Lucia & Amber Steven

Nothing to report

- H. Executive Committee- Patty Companik, Chair

Met last week, firmed up the agenda for BOD meeting

I. Personnel Committee-Juliann Sherman, Chair

ED Evaluation being worked on. Meeting to be scheduled in January.

J. Finance- Steve Conti, Chair

To meet January 16th.

K. Long Range Planning & Organizational Committee- Mark Reaves, Chair

Start meeting in the new year.

L. Resource Committee Not Active

M. Trails Committee- John Hull, Chair, Mike Burns, Vice Chair January 6th meeting scheduled

N. Safety Committee- Stan Choiniere, Chair

Met earlier in Dec. Updates being made to Online Safety Course Program. Safety Refresher to be used at Club Events, Pilot in January. "Adventure Readiness Tent" program to be used at dealer events, etc in the Fall.

O. Social Media Committee- Lee Whiting, Chair

Patty states Lee is trying to pull everyone together for first meeting in January.

P. Governors Council- Pat Poulin, Chair

The Governors Council is made up of numerous State Organizations as well as Governors Appointees from VAST. Pat worked up groups for the 4 regions, so Directors can answer to their Appointee, Jim, Stan, Jeff or Mike. Our regional contacts can bring their concerns or issues to the appropriate State Organization Leadership. Governors Council also approves the SSTP Budget. Discussion regarding registration costs and gas tax.

MOTION TO ADJOURN:

Washington County moved to approve, Chittenden County seconded to adjourn the meeting. MOTION CARRIED.

The Meeting was adjourned at 7:42 pm

Respectfully submitted,

Ruth Halpin, Secretary.