Vermont Association of Snow Travelers

Committee & Council Assignments

FY 2027

All Zoom Meetings Use the following link: https://us02web.zoom.us/j/8937010470

President Role on Committees

The VAST President serves as an ex officio member of all committees, with the exception of the Nominating Committee. In this role, the President is there to support the committee – not to run the meeting. The President may provide input or share insight when asked by the chair or committee members, and can help to offer perspective on topics under discussion. Think of the President as a resource and partner to the committee, there to encourage and strengthen your work.

All Committee Chairs will receive a monthly reminder from the VAST President requesting a brief update on their committee's activities and progress. A response is expected each month, even if there are no new updates to report.

Board of Directors (BOD) (regular monthly meetings)

The VAST Board of Directors is made up of 14 County Directors, elected by their counties. When a director cannot attend a meeting, their Alternate steps in with full voting privileges. In addition to the County Directors, the Executive Committee and VAST staff work closely with the Board to help guide, support, and carry out the work of the Association.

The Board plays a central role in keeping VAST strong. County Directors serve as the vital link between the statewide association and the county clubs, ensuring open communication, sharing important updates, and helping move VAST forward together.

Per the VAST bylaws Article 7: Each Director may be required to be an active member of at least one committee.

Per the VAST bylaws Article 8: At least one member of each committee shall be a Director

Executive Committee (regular monthly meetings)

The Executive Committee meets monthly before each Board of Directors meeting, but it can also meet outside of the regular schedule if an import issue comes up.

Their role is to problem-solve, share knowledge, do the necessary research, and make sure all governing documents established by the Board and membership are being followed.

This committee helps guide and support the work of VAST. It often handles external relations issues and, when needed, seeks the backing of the Board of Directors to resolve them. Just as importantly, the Executive Committee keeps the Board informed by sharing timely updates, so that County Directors can keep their county clubs well-connected and up to date.

Members:

President	Patty Companik	203-710-7358	patricia.companik@sbcglobal.net
Vice President	Mark Reaves	595-5614	mreaves68@gmail.com
Secretary	Kim Kolvek	413-237-2154	kkolvek@gmail.com
Treasurer	Steve Conti	522-4441	scontivt@gmail.com
Executive Director	Cindy Locke	730-2461	cindy@vtvast.org

Committee 2027 Charges:

- **Support the County Directors: Ensure that all 14 County Directors have the tools, resources, and information they need to carry our VAST business smoothly and efficiently.**
- **Guide the Association's Operations: Provide clear direction to the Executive Director in managing the day-to-day operations of the Association, while adhering to all established policies and bylaws. The Committee is charged with ensuring the overall success, stability, and financial health of the Association**
- **Foster Communication and Transparency: Maintain open and timely communication with the Board of Directors by sharing important updates, decisions, and recommendations, ensuring that County Directors can keep their county clubs informed and engaged.**
- **Problem-solve and Respond to Issues: Address challenges as they arise by meeting regularly and, when needed, outside of the normal schedule. The Committee researches, discusses, and recommends solutions that keep the Association moving forward.**
- **Uphold Governance and Accountability: Ensure that all actions of the Association follow its bylaws, policies, and guiding documents, while modeling accountability, responsibility, and good governance for the organization.**

Board Resource Committee (meetings as needed)

Purpose: This committee will meet when requested by the VAST President or Vice President to help resolve official conflicts of interest, conflicts of confidentiality incidents, grievances or any other formal complaint or initiative having to do with VAST, VAST Directors, Officers, Staff, Contractors, Subcontractors, Clubs or Volunteers.

Members

Members will be decided based on the issue, so that the most unbiased approach will be taken.

Awards, Scholarship & Nominating Committee (meetings as needed)

Nominating: Throughout the year, committee members are encouraged to be mindful of potential candidates for upcoming leadership positions. In the spring, they solicit nominees for officer positions whose terms are going to be completed. Members of this committee also meet with new candidates to discuss expectations and requirements of the offices they are seeking. If an officer position becomes vacant during the year, the Nominating Committee is responsible for soliciting potential candidates to fill that vacancy and presenting a recommendation to the Board of Directors for approval, as outlined in the bylaws.

Awards: This committee identifies and recommends new ways to recognize the contributions of VAST volunteers of all ages in creative, meaningful and energizing ways. They also carry out the official VAST Awards Program, which includes:

- Communicating deadlines and guidelines for award nominations
- Meeting to review, discuss, and make final selections for award recipients
- Ensuring the proper awards and associated speeches are prepared and presented during the Annual Meeting

Scholarship: The committee oversees the VAST Scholarship Program as outlined in the VAST Policy. Their responsibilities include:

- Communicating scholarship guidelines and submission deadlines to potential applicants.
- Reviewing all applications received and conducting an independent scoring process.
- The committee chair collects the scores, averages them, and ranks the applicants based on final scoring.
- Following the VAST policy, the committee determines the number of applicants to be selected as scholarship recipients and updates the Board of Directors accordingly.
- Notifying the scholarship recipients and forwarding the top two candidates to the Northeast Chapter for consideration for further scholarship opportunities.

Members:

Amber Stevens – Chair	869-1091	istevensgm@vermontel.net
Yvonne Rice	291-0492	rryarice@gmail.com
Renee Maroney		reneemaroney@icloud.com
Dustin Turner	730-6952	dustint6883@yahoo.com
Patty Companik	203 710 7358	patricia.companik@sbcglobal.net

Awards, Nominations & Scholarship Committee 2027 Charges

Awards:

- **Continue exploring new ways to solicit nominations for awards and collaborate with VAST staff to encourage submissions via all available communication platforms (VAST magazine, e-blasts, Facebook, etc.).**
- **Identify and recommend new ways to thank and recognize volunteers, building on successful initiatives such as National Volunteer Week, and consider new approaches for engagement and recognition.**
- **Review the current awards program, including the number and type of awards, and recommend any changes if needed**
- **Prepare the awards portion of the VAST Annual meeting, including:**
    - **Ordering awards**
    - **Writing speeches in advance based on the nominations submitted**
    - **Coordinating presentation and reading of speeches for the Annual Meeting**
    - **Continue with process of writing one full-length speech for publication in the VAST magazine and a condensed version to be read during the Annual Meeting to streamline time**
    - **Engage the Trails Administrator and Executive Director as needed to support awards preparation**

Scholarship:

- **Oversee the VAST Scholarship Program as outlined in VAST policy**
- **Promote scholarship opportunities and encourage submissions though the VAST magazine, e-blasts, and Facebook**
- **Recommend updates to scholarship policies and processes as needed**
- **Update Scholarship Letter Recipients receive – reference policy/bylaws language**

Nominating:

- **Identify and bring forward qualified candidates for any of the four VAST Board officer positions: President, Vice President, Treasurer, and Secretary**
- **Ensure the Nominating Committee chair is NOT a current VAST officer**
- **Use VAST communication platforms- including the magazine, e-blasts, and Facebook – to encourage interest and engagement from potential candidates**
- **Coordinate with current officers to determine if they plan to seek re-election. If not, communicate any upcoming vacancies widely to solicit nominations.**
- **Follow established process for contested officer positions at the Annual Meeting, as outlined in VAST policy.**

Leadership Summit Planning Committee (meetings as needed)

The Leadership Summit Planning Committee purpose is for planning and coordinating an annual Leadership Summit, typically held in May, bringing together the VAST Board of Directors and invited guests for collaboration, education, and discussion of organizational priorities

The focus of the Leadership Summit is to strengthen leadership, encourage collaboration, share knowledge, and identify opportunities to better support VAST, its counties, its clubs and volunteers.

Members:

Mark Reaves - Chair	595-5614	mreaves68@gmail.com
Cindy Locke	730-2461	cindy@vtvast.org
Mike Stewart	353-8304	mike@fordofclaremont.com
Senator David Weeks	417-9013	daveinvt1976@gmail.com
John Orlowski		j.orlowski@ymail.com
Patty Companik	203 710 7358	patricia.companik@sbcglobal.net

2027 Charges

- **Develop and plan the agenda for the annual Leadership Summit.**
- **Coordinate the meeting location/venue, food, and guest speakers/presenters.**
- **Ensure the agenda includes, but is not limited to:**
  - **Year in Review**
  - **Educational Refreshers**
  - **Special Topic:** The committee will select a topic for discussion and education. Topics for consideration may include Organizational Management; County Structures, including sharing best practices, successful approaches, and lessons learned from various counties; and Partner Agencies and Organizations, including inviting representatives from state agencies, law enforcement, and other organizations that work in partnership with VAST to share information, provide education, and discuss topics relevant to VAST's mission and operations
  - **Any long-range goals or action items identified during the Summit will be considered separately and, as appropriate, assigned to designated Resource Committee members for further review and development**

Bylaws & Policy Committee (meetings as needed)

The purpose of this committee is to prepare and propose necessary changes to the organization's Bylaws and Policy. Recommendations are presented to the Board of Directors and, when required, to the VAST membership.

The committee collaborates with the Personnel and Trails Committees to ensure any changes are properly implemented in their respective policy manuals.

The committee may periodically review existing Bylaws and Policies, or act on specific requests for review. After consideration, it provides recommendations to guide updates and improvements.

Additionally, the committee chair serves as a resource for clarification and guidance on current bylaws and policies.

Members:

Mark Reaves - Chair	595-5614	mreaves68@gmail.com
Cindy Locke	730-2461	cindy@vtvast.org
Carol DeJohn	860-558-6033	caroldejohn@yahoo.com
Bonnie Holbrook	777-7456	vermontirondogs@gmail.com
Jenn Lucias		2lucias@comcast.net
Patty Companik	203 710 7358	patricia.companik@sbcglobal.net

2027 Charges

- **Continue to update the VAST Policy Manual**
    - **Develop and adopt an Electronic Voting Policy to support the newly adopted bylaw provision authorizing electronic voting.**
- **Continue to review and recommend changes to the VAST Bylaws as needed.**
- **Ensure the VAST Policy Manual and Bylaws are updated in a timely manner to reflect all approved changes and newly adopted language.**

Financial Committee (meetings as needed)

The purpose of the Financial Committee is to oversee the organization's financial policies and planning. The Committee:

- Makes recommendations on financial policy changes to the Bylaws and Policy Committee
- Reviews and approves the proposed budget, prepared by the Executive Director, for submission to the Board of Directors and ultimately the membership for final approval.
- Advises the Board of Directors on future financial needs and responds to unanticipated financial requirements.
- Provides recommendations to the Board of Directors regarding investments.

Members:

Steve Conti - Chair	522-4441	scontivt@gmail.com
Carol DeJohn	860-558-6033	caroldejohn@yahoo.com
Cindy Locke	730-2461	cindy@vtvast.org
Sheila Fenoff-Willett	461-5433	sheila@vtvast.org
Patty Companik	203-710-7358	patricia.companik@sbcglobal.net
Ken Bordewieck		ken.bordewieck@comcast.net
Mike Gabriele		mgabriele10@gmail.com

2027 Charges

- **Review budget as needed to make sure income and expenses are in-line with projections and recommend any necessary action.**
- **Plan for future financial needs of association**
- **Educate clubs on financial processes/suggestions as needed**
- **Create a Financial Investment Policy**

Personnel Committee (meetings as needed)

The purpose of the Personnel Committee is to oversee performance evaluations and personnel matters for the Executive Director in accordance with VAST policies. The committee:

- Conducts the annual performance review and a semi-annual informal review
- Recommends changes to the performance review process, if necessary
- Communicates the review process and timeline to the Board of Directors and obtains their input.
- Provides a summary of the final evaluation to the Board and recommends any salary adjustments based on performance.
- Updates the personnel policy as needed
- Conducts any personnel actions requested or required by the Board of Directors

Members:

Juliann Sherman - Chair	222-1746	Juliann.Sherman@vermont.gov
Bruce Carlson	860-921-6498	bruce-carlson@sbcglobal.net
Carol DeJohn	860-558-6033	caroldejohn@yahoo.com
Patty Companik	203 710 7358	patricia.companik@sbcglobal.net

2027 Charges

- **Meet with the executive director periodically to check in.**
- **Review & Update personnel policy to make sure it continues to protect VAST as an organization and also VAST staff.**
- **Work with the Executive Director to resolve staff issues if any arise.**
- **Assist the VAST Board of Directors & VAST Officers to perform ED annual review**
- **Recommends any salary adjustments for the ED based on performance**
- **Continue to review and update as needed ED evaluation form/survey**

Safety Committee (meetings as needed)

The purpose of the Safety Committee is to promote safe riding throughout Vermont. The committee focuses on:

- Educating members on signage, state regulations, and VAST policies
- Supporting instructors by ensuring they have updated materials needed for upcoming courses
- Developing and implementing safety initiatives to encourage responsible and safe riding practices across the state

Members:

Stan Choiniere	413-237-6541	stancconsult@comcast.net
Roger Gosselin	274-4502	vtsnowmobiler@gmail.com
Lieutenant Dustin Circe (F&W Wardens)	793-6629	dustin.circe@vermont.gov
Sargeant Jake Metayer (State Police)	878-7111	jacob.metayer@vermont.gov
Joan Choiniere		jchoiniere13@comcast.net
Glenn Toole - **Chair**	490-0775	gtoole@gmail.com
Richard Spitzer		Richard_Spitzer@yahoo.com
Tom Heffernan		tom@rockpile.com
Don Rosinski		donaldjohn61@gmail.com
John Orlowski		j.orlowski@ymail.com
Patty Companik		patricia.companik@sbcglobal.net

2027 Charges

- **Enhance membership knowledge regarding safe riding in VT.**
- **Assist in increasing the number of on snow events during International Snowmobile Safety Week.**
- **Work with Governor's Council and stay apprised of their work.**
- **Annual Review of in person VT Safety Training booklet**
- **Encourage and promote classroom Safety Training sessions and Instructor Training session as needed**
- **Leverage Ambassador Program as needed**
- **Research snowmobile community visibility/educational opportunities**
- **Review possible enhances of the "Adventure Readiness" program**
    - **Dealership Open House Events**

Law Enforcement Committee (regular monthly meetings)

Law Enforcement: Work with Governor's Council and law enforcement partners to improve communications, training & coordination for all agencies. Advise Governors Council and VAST board on work done and offer suggestions for moving forward. Work with Law enforcement partners to understand the needed level of funding for law enforcement on the SSTP. Recommend changes to the law enforcement funding as needed.

Members:

Gary Nolan - Chair	793-0201	garynolanvt@gmail.com
Cindy Locke	229-0005	cindy@vtvast.org
Matt Tetreault	229-0005	matt@vtvast.org
Chief Paul Doucette		paul.doucette@vermont.gov

(So VT Wilderness Search & Rescue and Chief of Police/Bennington)

Sargeant Jake Metayer (State Police)	878-7111	jacob.metayer@vermont.gov
Lieutenant Dustin Circe (F&W Wardens)	793-6629	Dustin.circe@vermont.gov

2027 Charges

- **Find Improvements to law enforcement utilization including coverage, training, budgets.**
- **Refine commitments between sheriffs and VAST.**
- **Law enforcement subcommittee for equipment grants: Gary, Cindy and Matt**
- **Plan Annual Orientation & other Law Enforcement Training**

Trails Advisory Council (regular monthly meetings)

Purpose
The purpose of the **VAST Trails Advisory Council** is to serve as a statewide advisory, information-sharing, and decision-making body that connects the VAST Board of Directors, VAST staff, and the **14 County Trails Coordinators** on matters related to the VAST trail system.
The Trails Advisory Council provides a forum for counties to share information, identify statewide and regional trail issues, review and develop recommendations, and ensure consistent communication and implementation of VAST trails policies and procedures.

Relationship to the VAST Board of Directors
The Trails Advisory Council serves in an **advisory capacity to the VAST Board of Directors**. The Board of Directors retains ultimate authority over matters requiring Board action under the VAST Bylaws and policies.

Members:

Patty Companik - Chair	203-710-7358	patricia.companik@sbcglobal.net
Matt Tetreault	229-0005	matt@vtvast.org
Mandy Dwinell	229-0005	mandy@vtvast.org

County Representatives
14 County Trails Coordinators — one representative from each VAST county, selected/elected by their respective county.

Each county also may have an Alternate County Trails Coordinator who serves as the county's representative when the County Trails Coordinator is unable to attend a Trails Advisory Council meeting. When serving in place of the County Trails Coordinator, the Alternate has the same participation and voting privileges as the County Trails Coordinator.

Additional Participation
Other VAST staff, committee members, Resource Committee representatives, or subject-matter experts may participate in meetings as needed, at the invitation of the Chair or Council, when their knowledge or involvement is relevant to a specific topic.

2027 Charges

- **Continue to review the VAST Trails Policy Manual and identify policies or procedures that are unclear, outdated, or not working as intended. Recommend changes as needed and assign detailed policy work to the appropriate Resource Committee or staff.**
- **Review the annual per-mile grooming rates and the process for establishing those rates. Work with the Trails Administrator and staff to ensure the policy includes a clear annual review timeline and that recommendations are brought forward in a timely manner.**

- **Review grooming and trail data as needed to identify trends, concerns, or areas that may require additional review or policy recommendations. Detailed analysis should be assigned to the appropriate staff, Resource Committee, or other individuals**
- **Monitor statewide trail initiatives and projects, including the implementation and use of GPS and mapping technology and other tools that affect County Trails Coordinators and clubs.**
- **Review upcoming trails-related deadlines and requirements and ensure County Trails Coordinators have the information necessary to communicate those requirements to their county clubs.**
- **Identify significant trail closures, trail system changes, or other issues that may affect neighboring counties or the statewide membership and coordinate appropriate follow-up.**
- **Continue strengthening communication and consistency among the 14 counties by sharing information, successful practices, challenges, and solutions that may benefit clubs across the statewide trail system.**

Annual Meeting Committee (meetings as needed)

The purpose of the Annual Meeting Committee is to plan and host the next Annual Meeting. In hosting the Annual meeting, the committee works within the budget approved by the membership to provide a venue, food, sound system, etc. with a focus on celebrating the past season while looking ahead to the upcoming season.

The committee collaborates with the prior year's hosting county and VAST Executive Director to coordinate this annual event, typically held in August or September.

Members:

2027 Host: Orange County

Committee Members

Juliann Sherman		Juliann.sherman@vermont.gov
Cindy Locke	730-2461	cindy@vtvast.org

Past Hosts

Roger Gosselin	274-4502	vtsnowmobiler@gmail.com

2027 Charges

- **Lead and assist with the planning and coordination of the 2027 VAST Annual Meeting.**
- **Maintain and update the Annual Meeting Resource Book as needed to ensure information is current and accurate.**
- **Communicate Annual Meeting plans and updates to the Board of Directors as details are developed and finalized.**

Affiliated Businesses, Organizations or Councils of VAST

Vermont Snow Trails Conservancy (VSTC) – Trustees and Board Members

VSTC is a nonprofit set up to collect easements from landowners that wish to grant them. There is an agreement / contract between VSTC and VAST that is held by both organizations. To learn more about VSTC look for the VSTC tab on the VAST website.

- President – Jim Hill
- Vice President – Cindy Locke
- Secretary – Cindy Locke
- Treasurer – Mark Ellingwood

Board Members At Large

- Frank Stanley
- Greg Rouleau
- Stan Choiniere

American Outdoor Risk Retention Group (AORRG) – Board of Directors

The AORRG is a risk retention group insurance company started by VAST. It is a separate company in which VAST owns the largest number of shares. The insurance the AORRG provides is trails liability.

- President – Mark Reaves
- Vice President – Jim Hill
- Treasurer – Cindy Locke
- Secretary – Covered by Management Company Staff

Board Members at Large

- Dustin Turner
- Mike Kohler
- Jeff Fay

Vermont Governor's Snowmobile Council (VSGC)

The VGSC is a group that is structured and governed by the State of Vermont Governor. Its existence and rules surrounding it are in state statue and governed by laws. The main functions are to oversee all state funds from snowmobile registrations and gas tax, as well as provide funding for insurance, law enforcement, safety initiatives and more.

- Cindy Locke – Chair (appointed)
- Patty Companik VAST (mandated)
- Matt Tetreault VAST
- Gary Nolan – Chair VAST Law Enforcement Committee
- Sargeant Jacob Metayer – Vermont State Police / Department of Public Safety (mandated)
- Lieutenant Dustin Circe – Vermont Fish & Wildlife Wardens (mandated)
- Senator Patrick Brennan – Vermont State Senate (mandated)
- Jim Casey – Vermont State House Representative (mandated)
- Claire Polfus – Vermont Forest parks & Rec. / Agency of Natural Resources (mandated)
- Shannon Fassett – Vermont Department of Motor Vehicles (mandated)
- Chief Paul Doucette (Vermont Police Chiefs Association & Southern Vermont Wilderness Search and Rescue (mandated)
- Marc Poulin – Vermont Sheriff's Association (mandated)
- *Mike Mustachio – Northeast Representative (appointed)
- *Jim Hill – Northwest Representative (appointed)
- *Stan Choiniere – Southern Representative (appointed)
- *Greg Rouleau – Central Representative (appointed)

***VAST Regional Representative Territory**

- Northeast: Caledonia, Essex, Orleans Counties
- Northwest: Grand Isle, Franklin, Lamoille, Chittenden Counties
- Southern: Rutland, Windsor, Bennington, Windham Counties
- Central: Addison, Washington, Orange Counties