



Board of Directors
October 26, 2026
Meeting Minutes

Members Present

OFFICERS PRESENT:

President: Patty Companik
Vice President: Mark Reaves
Secretary: Kim Kolvek
Treasurer: Stephen Conti

COUNTY DIRECTORS PRESENT:

Addison: (not present)
Bennington: Carol Dejohn
Caledonia: Bruce Carlson
Chittenden: Richard Spitzer
Essex: Mike Mutascio
Franklin: Mike Burns
Grand Isle: Jeff Porter, Alt Director
Lamoille: Dustin Turner
Orange: Juliann Sherman
Orleans: Roger Gosselin
Rutland: Mike Stewart
Washington: Greg Rouleau
Windham: Ivor Stevens
Windsor: Stan Choiniere

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:

Ed Hebebrand~ Caledonia Alt Director
Mike Kohler~ Orleans Alt Director

MEETING CALLED TO ORDER:

President Patty Companik called the meeting to order, via Zoom at 6pm.

APPROVAL OF AGENDA:

Patty announced one amendment to the agenda.

Under Unfinished Business: Review upcoming board meetings for Nov & Dec

Essex County moved, Grand Isle seconded, to approve the amended agenda as presented.

MOTION CARRIED

SECRETARY'S REPORT:

Rutland County moved, Washington County seconded, to approve the September Secretary's Report as presented.

MOTION CARRIED

TREASURE'S REPORT:

- Operating Account as of 9/30/26 was 1.14M
- Total Designated & Reserve Accounts are at 2.69M, which includes about 277K for Scholarships Reserves
- Cash is at 1.14M compared to 1.17 last year, about 28K difference. It remains very strong going into our season
- YTD Revenue is 4.8M, succeeded the full year budget of 3.2M by 881K
- Memberships were over budget by 4.2M vs a budget of 2.05M. That is 357K more than budget, about 153K over 2025 budget
- Expenses ended at 3.7M vs budget of 3M, which is a little higher but offset by higher membership revenue. The variance was mostly caused by trail expenses
- YTD net income 67K compared to the budgets 122K is 485K favorable vs budget and 32K more than last year

These numbers are for end of FY26.

Full report found Drop Box under Cindy's name, "Treasurers Report".

Washington County moved, Grand Isle seconded, to approve the Treasurer's Report as presented.

MOTION CARRIED

UNFINISHED BUSINESS

1. GPS Pilot Program- Cindy

- Phase I (GPS)- updates:

Trail Intel has been busy getting the equipment order together, gathering the distribution list and creating educational documentation to send out with the orders. They plan to visit some clubs to help assist with the launch of the program. The technology is 'plug & play' so it should be easy to use. At this point things are in great shape.

- Phase II (Map) – updates:

Work is progressing nicely. The VAST team has been meeting with Trail Intel 2-3 times a week developing the app, focusing on it being a Vermont only app. The Trail Intel team is responsive to our needs. At this time, the map clearly highlights the Vermont trails, but surrounding states can also be seen on the map and are muted in color. There are concerns even if other state trails are muted, more discussions on this topic occurring with VAST and Trail Intel. Orleans suggested it may not be a bad thing to have the other states trails viewable. The challenge is VAST is not responsible for the accuracy of those trails and we are creating this app for Vermont. NH has Trail Intel and they only have a pay model,

if our app shows NH trails, will that cause conflict? When the program launches, educational information will be available showing the different tier options.

2. Paper Maps- cost analysis- Cindy/Matt

This is still in the works with Trail Intel. The focus at this point is to complete the map for the app. Once that is finished, the Intel team stated they think they will need 1 week to complete the map. Trail Intel is only able to create a map, they cannot print it, requiring the need to find a vendor who can print the map. There is no timeline with regards to printing. Bennington asked if we could plan on NO new map for this year, but have the goal be a new map for next year. Patty stated the focus is on the app map and we will review options once we learn more from Trail Intel about paper maps. Orleans stated that we are looking for quality maps and there is no need to rush the process.

3. Irving Gas Program update –Cindy

The process for using the Irving Gas Program is every club that wishes to participate must complete the form, located on the VAST forms page. This form is required by Irving as they need to turn this in when they do their taxes. The clubs will NOT be taxed on this fuel as it is red dye off-road diesel and is not taxed. Keep in mind this fuel, if used for heating, will be taxed. Windsor asked if the club needs to be a 501(c) (3) to be tax exempt and the answer is no. If you read the form, section B states how we are exempt. Cindy did caution that once you lock in your price per gallon, which will be what you will pay even if the cost per gallon goes down.

4. Trail Camera Program update- Cindy

The equipment has been ordered, 2 cameras and 1 mounting system per county. The mounting system is a sky high system, up to 60 feet. These cameras and mounts will be sent directly to the county presidents, along with a link to show you how to use the mounting system. These cameras are to be used for trouble areas within the county. Four additional cameras have been ordered for the VAST office to be used by law enforcement. The expense for these cameras did exceed the budget slightly; total just over \$4,000. Policy requires 2 officers to sign off on the additional expense, which Patty and Steven cared for.

5. Club Fines Signage- Cindy / Mandy

All clubs will be receiving a few of these signs; they will be shipped to every club directly. Since this information has been posted on social media, there has been a lot of feedback, a possible indication this may decrease riders who are non-compliant with TMAs or registrations.

6. County Automated Officer Form- Cindy / Beth

This project is work in process and once finished will be used for the annual county officer updates. A naming convention has been created, the 2 letters used by the county (on junctions) and the number 1. For example: Essex County would be EX1 or Caledonia County would be CA1.

7. Upcoming Board Meetings- Cindy

There are 2 meetings left in this calendar year:

November 23rd, via zoom

December 21st, in person. This meeting will be held in the *Ethan Allen Room* at the Capital Plaza Hotel, in Montpelier.

The evening will consist of dinner and our monthly meeting. For those traveling from afar, you may consider booking a room to spend the night. Approximately 30 attendees are expected.

NEW BUSINESS

1. TMA Sales- Cindy

TMA sales are right on track compared to previous years at this same point in time. There have been 849 sold this year, compared to 833 (2025) and 815 (2024). It is not unusual to see sales increase after a good riding season.

2. VAST Corporate Financial Resolution- Cindy / Stephen

This is a corporate investment policy that the BOD oversees and allows the Finance committee and Executive Director, with the approval of the Board, to make financial investment decisions. It is an annual investment strategy and the investment company will be able to do the daily trades, as that is the advisors job. This company is on the smaller, more conservative side and has experience with non-profits. These funds would be put into low-moderate risk investments, to earn more than our current money markets funds. There are plenty of free cash available; the funds discussed here would be for the excess currently available. Tonight's motion is about approving the policy to move this process forward; future meetings would be held to talk about investment deals.

Orleans county moved, Windsor county seconded, that the VAST Board of Directors approve the proposed VAST Corporate Financial Resolution, as reviewed and recommended by the Finance Committee. MOTION CARRIED

3. Committees/Council Slate- Patty/ Cindy

Changes noted for this year:

- Social Media Committee was eliminated and you will not find it in the packet. We now have Social Media Ambassadors chaired by Mandy.
- Long Range Committee: Cindy, Matt and Patty met; the focus will be on the coordination of the Summit in May and any long range items that come out of that session. They will be assigned or designated to a Resource Committee.
- Trails Committee, renamed to the Trails Advisory Council. There are 14 county trail coordinators, similar to the 14 directors, one from each county. The one difference is these coordinators are selected by the members of the county, not VAST leadership. The goal is for this Council to bridge the gap between the BOD and trails. Some of the active trails subcommittees that were meeting were consolidated and moved to the Resource Committee. This allows Trails to focus on trails and Resources to focus on action items.

Bennington County moved, Lamoille County seconded, that the VAST Board of Directors approve the proposed slate of committee and council assignments for FY 2027, as presented by the Executive Director and VAST President. MOTION CARRIED.

4. Trails Committee recommendations

3A- Grooming Rate Per Mile- Patty / Matt

The trails committee met and suggested the increase based on the 5 year average. Matt is recommending the trails policy gets reviewed and updated to have the committee look at the financial analysis and make recommendations to the BOD on rates for grooming mileage annually. This should be done earlier in the fiscal year to help with potential budget changes, making the budget process easier verses waiting until the end of the season.

Washington County moved, Lamoille County seconded, that the VAST Board of Directors approve the grooming reimbursement rates recommended by the Trails Committee for the 2027 season as follows:

- Class 1: \$15.50 per mile
- Class 2: \$11.00 per mile
- Class 3: \$8.50 per mile
- Class 4: \$6.00 per mile

These rates are based on the 2026 Grooming Cost Analysis, taking into consideration the number of contracts within each classification, the five-year average of grooming miles, and the grooming funding approved by the membership for the 2027 season. **MOTION CARRIED.**

3B- Parking Lots- Patty / Matt

No additional lots will be approved for this season. One of the Resource Committees is Parking Lots. They are looking to put together a more formal process for criteria to be considered to qualify for a parking lot. That will be reviewed with existing parking lots, then ranked and rated.

Lamoille County moved, Essex County seconded, that the VAST Board of Directors approve the proposed parking lot plowing reimbursement rates for the 2027 season as follows:

- Pickup trucks: \$90.00 per hour, increased from \$50.00 per hour
- Loaders: \$130.00 per hour, increased from \$80.00 per hour

These rates are recommended by the Trails Committee to reflect the proposed adjustments to parking log plowing reimbursement. **MOTION CARRIED.**

Committee Reports- Patty

Highlights from these reports:

Reports were sent out in the packet.

Some highlights from these committee's include:

- De-brushing rates will be reviewed by the Trails Committee early winter

Mandy's report:

- Franklin County still has prizes at the VAST office, from completing the chain saw course
- On the back, there are instructions on how to remove yourself & cancel your subscription to Map Gear
- Make sure you discontinue use of old, expired signs

Cindy's report:

- Safety Ambassadors contracts were sent out last week
- Law Enforcement contracts will be sent out later this week
- Caledonia County Sheriffs wants to contract with VAST again
- TMA numbers are posted there as well as Camera information, as discussed earlier
- Annual law enforcement orientation was held; well attended and it was very good
- 2 Safety Ambassador meetings were held, Roger did a great job with the CPR training

Matt's report:

- Information available there on GPS tracking
- Matt has begun to reimburse clubs for completed projects
- **BY 12/15/26: Finished projects must be submitted OR you MUST submit in writing a request to Cancel or Delay the project.**
- Body of water contracts have been sent out to those clubs impacted
- Working on videos for the Spring Construction Seminar

Open Discussion/Questions:

Rutland County asked why and when the signs are being discontinued. Cindy responded that this actually occurred in 2007. The Board of Directors discontinued the signs; this had been a directive from the IASA (International Association of Snowmobile Administrators). These signs are pretty rare, but they are old versions or have been eliminated. This was just a reminder to take them down if you see them.

Franklin County asked, what is the plan with the bridge in Waterbury? Mark responded by stating the Waterbury Club is still working on it but it will not be opened for this season.

ADJOURNMENT:

Lamoille County moved, Essex County seconded, to adjourn the meeting at 7:14pm. MOTION CARRIED

Respectfully submitted,
Kim Kolvek, Secretary