

**Board of Directors  
July 25, 2022  
Meeting Minutes**

**Members Present:**

**OFFICERS PRESENT**

President: Jeff Fay

Vice President: Mark Reaves

Secretary: Jim Hill

Treasurer: Patty Companik

**DIRECTORS PRESENT**

Addison: Absent

Bennington: Absent

Caledonia: Bruce Carlson

Chittenden: Pat Poulin

Essex: Absent

Franklin: Mike Burns

Lamoille: Carmin Lemery

Orange: Juliann Sherman

Orleans: Roger Gosselin

Rutland: Curt Marechaux

Washington: Jeff Halpin

Windham: Ivor Stevens, Windham County Alt. Director

Windsor: Doug Jacobs

**STAFF PRESENT:**

Executive Director, Cindy Locke

Trails Administrator, Matt Tetreault

LVRT/Trails Manager, Ken Brown

Office & Programs Manager, Mandy Dwinell

Media and Technology Manager, Beth Flint

**GUESTS:**

.Mike Mustacio, Lunenburg Polar Bears. Ed Hebebrand, Caledonia County Alt. Director. Dustin Turner, Smuggler Notch Snowmobile Club. Stan Choiniere, Windsor County Alt. Director. Mike Koehler, Drift Dusters, Dave Rouleau, Barre Town Thunder Chickens, Steve Malnati, Barre Town Thunder Chickens and Ross Page, Peacham Snowmobile Club.

Jeff Fay called the meeting to order at 6:09PM.

**Approval of Agenda**

**Rutland County: Motion to approve, Lamoille County seconded to approve as presented. MOTION CARRIED.**

**Approval of Secretary's Report**

**Rutland County: Motion to approve, Chittenden County seconded to approve as presented. MOTION CARRIED.**

Approval of Treasurer's Report

Data thru end of June 2022 - 9 months - 75% of budget season

**Income thru June 2022:**

- Budget: \$3,310,443
- Monthly Activity: \$24,005
- Income to date/season: \$3,180,295 (\$-130,148 to make budget income expectation)
- Overall income is at 96% of budgeted income expectations - compared to June 2021 we were at 96%

**Expense thru June 2022:**

- Budget: \$2,769,476
- Monthly Activity: \$112,630 (23k in grooming - 10k in signs - 11k for TF and GF Audit)
- Expenses to date/season: \$1,902,129
- Currently at 69% of budget expense expectations - compared to June 2021 we were at 75%

**Approval of Treasurer's Report**

**Windham County: Motion to approve, Washington County seconded to approve as presented.**

**MOTION CARRIED.**

**Tabled Items**

N/A

**Consent Calendar**

N/A

**Old Business**

N/A

**NEW BUSINESS**

Thunder Chickens – Grant Denied – Grievance, Steve Malnati & Dave Rouleau

Jeff Fay provided an overview of the grievance process to the BOD. Jeff Haplin, Washington County Director offered to withdraw from voting on the topic due to a conflict of interest. Dave Rouleau shared insight on the delay of the Thunder Chickens equipment grant due to Steven Malnati being ill with COVID before, during and shortly after the grant deadline. Dave also mentioned the club was uncertain of the exact price of the tracks. The club currently has a 2010 Tucker which experienced mechanical difficulties during the 21-22 season. Steve Malnati shared his sincere apology for the delay, he's been connected with the Thunder Chickens for 20+ years and hasn't had problems submitting grant applications in past. Steve shared this year was an anomaly due to his significant illness with COVID. The application request was for \$8,270 for 2 tracks. Matt confirmed the total cost of the tracks is \$16,526.16 for 2 tracks, the max VAST financial assistance is 50% (\$8,263.08).

Discussion on the shortage of track supplies and the vendor having difficulty accessing parts.

Orleans County appreciation to Matt for following policy and sharing insight with the BOD on grievance policy.

**Orleans County: Motion to move forward with granting the Thunder Chickens their request based on the Trails Administrators' discretion. Rutland County seconded.**

Discussion on the club's reason for the delay and communication.

Discussion on grievance policy and the application's denial due to illness.

Discussion on a Franklin county club previously denied for their final grooming payment.

**Orleans County withdrawals original motion, Rutland County seconds.**

**Motion: Chittenden County: Motion to approve the grant based on the member's illness that impacted the delay in the scheduled submission of the application. Rutland County seconded to approve as presented. MOTION CARRIED. Franklin County opposed it. Washington County abstained.**

Sept 2021 BOD Minutes Need Approval

**Lamoille County: Motion to approve, Chittenden County seconded to approve as presented. MOTION CARRIED.**

Budget Review and Vote, Cindy

Updated EOY projections with minor updates from last month.

- Discussion on TMA budget line
- Discussion on office equipment expenses, current year to include replacement of firewall
- Discussion on postage, budget reflects a separation for TMAs
- Discussion on reduction in Snowmobile Vermont magazine editions from 5 to 3, keeping Fall Travelers Guide
- Discussion on maps and bi-annual printing
- Discussion on the increased grooming expense by couple hundred thousand to allocate for the increase with the proposed payment for milage and percentage of cap budgeted.
- Discussion on RRG line item
- Discussion on TMA material expense

**Orleans County: Motion to approve, Chittenden County seconded to approve as presented. MOTION CARRIED.**

Bylaw Updates, Mark

- Article I., Section 3. Updated to match statutory language: *An all-terrain vehicle converted to operate with tracks shall not be considered to be a snowmobile.*
- Article II., Section 4. To cover clubs affiliated with county clubs other than their own: *a) Club, hereinafter shall mean a Vermont Snowmobile Club officially affiliated with the a County Snowmobile Club.*
- Article II., Section 5. Changed to match the process actually performed. *Updated verbiage from audit to review. Section 5 Right to Review.*
- Article III., Section 1. Changed to reflect the current process. *Every snowmobile operating on the SSTS shall have a valid TMA as required by Vermont law. TMAs shall be available through local VAST affiliated snowmobile clubs or their agents using the VAST website and complying with all requested signature confirmations. Local club/county dues shall be included in the cost of each TMA. Certain categories of TMAs may also be purchased directly on-line through the VAST website where a A portion of the total purchase price will be returned to clubs for membership dues. This portion will be determined on an annual basis and be approved by the Board of Directors in conjunction with the Fiscal Year Budget. Special category TMAs (including but not limited to Commercial, Dealer, Antique, and Active Duty Military) shall may only be available through the VAST office.*

- Article III., Section 2. Added to allow for promotional or charitable purposes. (b) Complimentary TMA - At the discretion of the Executive Director and/or the Board of Directors a complimentary, limited duration, TMA(s) may be issued to visitors to facilitate their stay in Vermont or for promotional, or charitable purposes.
- Article IV., Section 1. Added for clarity. Individual Memberships shall be open to any club affiliated individual upon receipt of their dues (TMA purchase) and signifying their intention to abide by the by-laws of the Association.
- Article IV., Section 2. Removed annual commitment. The Board can set amount as needed. d) Contributing Membership: Membership may be composed of dealer distributor or manufacturing individuals or Organizations, or any other individual or Organization who supports the goals and objectives of the Association; benefits and dues shall be established annually by the Board of Directors. e) Dealer Membership: 1) For snowmobile dealerships to aid in the promotion of snowmobiling and introduction of "new" snowmobilers to the sport. 2) Benefits and dues shall be established annually by the Board of Directors. 3) Dealer TMAs shall be purchased at the VAST Office only.
- Article VIII., Section 1. Added to reflect description in Article VII, Section 2. Section 1 Committees shall be appointed by the President in conjunction with the VAST Executive Director as necessary to assist in carrying out the mission of the organization. Committees shall be reviewed and approved by the VAST Board of Directors. The President, with the consent of the Board of Directors, or the Board of Directors, shall charge the committees with their duties as applicable. The President shall appoint committee chairs, in conjunction with the VAST Executive Director, and it shall be their responsibility to provide reports, of their meetings, to the Board of Directors. At least one member of each committee shall be a Director.
- Article VIII., Section 2. Removed to reflect current status. ~~The Lamoille Valley Rail Trail Committee (LVRTC) is a VAST committee and is under the direction of the VAST Board of Directors (BOD). However, the makeup of the LVRTC is governed by the LVRT Management Plan. Final selection of the committee members is subject to the approval of the VAST BOD.~~

**Rutland County: Motion to approve, Washington County seconded to approve as presented. MOTION CARRIED.**

Club Review Program Status, Cindy & Patty

8 clubs were randomly selected in 2021, only 3 clubs are currently in the process of their review. The missing 5 clubs were sent letters with a deadline of 9/30/22 to begin the review process, otherwise, the BOD may suspend funding to those clubs.

Four Clubs Random Pick for Review, Cindy

4 clubs were selected via randomizer for CPA club review. Letters to be sent to the clubs with instructions and Zoom appointments with Cindy and Patty for club review.

Discussion on club reviews and the process. VAST has created a tracking system for reviewing club's state and federal filing status, once the federal website has been updated, status letters will be mailed to clubs. Patty is updating the club review PowerPoint to reflect the new clubs selected. VAST will post the PowerPoint on vtvast.org website.

**Rutland County: Motion to accept the Cavendish Green Mountain Snow Fleas, Cole's Pond Sleds, E.A.S.T. and Glover Trail Winders as clubs selected by the randomizer for CPA club review, Lamoille County seconded to approve as presented. MOTION CARRIED.**

Trail Administrator's/ED Report/LVRT Repot – Cindy, Matt and Ken

N/A

## **Committee and Other Meeting Reports**

Northeast Chapter and USA - Pat Poulin, Jeff Fay at VT Representatives

Pretty quiet. USA met last month, working on a summit meeting to discuss topic of trespass riding vs. off trail riding.

VT Snow Trails Conservancy – Jim Hill, VSTC President

Possible easement in Proctor looking at soon.

Law Enforcement – Gary Nolan, Chair

N/A

Lamoille Valley Rail Trail Committee – Ken Brown

N/A

Awards/Rec/Scholarship/Nominating Committee – Patty Companik, Chair

- Working on short speeches for Annual Meeting
- Committee Report submitted for VAST Annual Report

By-Laws & Policy – Mark Reaves, Chair

Discussed earlier in the meeting.

Annual Meeting, John Hull

N/A

Executive Committee, Jeff

N/A

Finance - Patty Companik, Chair

Committee Report submitted for VAST Annual Report

Long Range Planning & Organizational - Mark Reaves, Chair

License from the state received for RG. The attorney is reviewing and should be approved by September 1<sup>st</sup>. Last week signed the letter of credit with Northfield Savings Bank. The CD transfer has already been completed.

Discussion on if the August BOD meeting can be included at the BOD retreat Sunday, August 7<sup>th</sup>. The meeting notice must be sent 2 weeks prior according to Bylaws. The 2-week notice date has passed and the meeting is not eligible to be held, Sunday, August 7<sup>th</sup> and will remain on Monday, August 22<sup>nd</sup>.

Resource Committee – Ivor Stevens, Chair

N/A

Personnel – Juliann Sherman, Chair

Received less than half of the responses on Cindy's evaluation.

Discussion regarding BOD deadlines.

Trails – Brian Currier, Chair

N/A

Safety Committee – Stan Choiniere, Chair

No meeting is scheduled in July. Next meeting in August. Submitted annual meeting report.

Governor's Council – Pat Poulin, Chair

Off until September. Submitted annual meeting report.

**Motion to adjourn by Rutland County: Motion to approve, Chittenden County seconded to adjourn the meeting. MOTION CARRIED.**

The meeting was adjourned at 7:41pm.

Respectfully submitted,

Jim Hill  
Secretary