



SNOWMOBILE VERMONT

**Board of Directors
October 28, 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
Caledonia: Bruce Carlson
Chittenden: Pat Poulin
Essex: John Hull
Franklin: Mike Burns
Grand Isle: Jeff Wade Lockerby (Not Present)
Lamoille: Dustin Turner
Orange: Juliann Sherman
Orleans: Roger Gosselin
Rutland: Mike Stewart
Washington: Jeff Halpin
Windham: Michael Garber (Not Present)
Windsor: Doug Jacobs

STAFF PRESENT:

Executive Director: Cindy Locke
Trails Administrator: Matthew Tetreault
Media Manager: Beth Flint
Office & Programs Manager: Mandy Dwinell
Office & Programs Assistant: Tina Bedard
Finance Manager: Sheila Fenoff-Willett

GUESTS:

Ivor Stevens, Windham County Alt. Director; Ed Hebebrand, Caledonia County Alt. Director; Stan Choiniere, Windsor County Alt. Director; Greg Rouleau, Washington County Alt. Director; Jim Hill, VT Snow Trails Conservancy; Jennifer Lucia, Addison County Alt. Director; Lucas Lecuyer, Bennington County Alt. Director; Mike Mutascio, Lunenburg Polar Bears; Jeff Porter, Grand Isle County Alt. Director.

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

Approval of Agenda

Lamoille County moved, and Washington County seconded, to approve the agenda as presented. MOTION CARRIED

Secretary's Report

Rutland County: Motion to approve, Essex County seconded to approve Secretary's Report. MOTION CARRIED. Amended to included Re'al Cyr in attendance for the October BOD meeting.

Treasurer's Report:

	Sep-21	Sep-22	Sep-23	Sep-24
Membership \$\$				
Budget	\$2,481,915	\$2,478,385	\$2,767,295	\$2,767,295
MONTHLY activity	\$190	\$0	\$0	\$2,161
Season Final	\$2,824,764	\$2,768,472	\$2,441,148	\$2,314,940
percentage	113.81%	111.70%	88.21%	83.65%
Income \$\$	Sep-21	Sep-22	Sep-23	Sep-24
Budget	\$3,255,180	\$3,310,443	\$3,436,342	\$3,586,956
MONTHLY activity	\$42,885	\$40,290	\$794,553	\$107,972
Season Final	\$3,384,193	\$3,268,015	\$3,877,308	\$3,151,138
percentage	103.96%	98.72%	112.83%	87.85%
Expense	Sep-21	Sep-22	Sep-23	Sep-24
Budget	\$2,816,998	\$2,752,476	\$2,983,607	\$3,032,072
MONTHLY activity	\$156,298	\$96,609	\$80,461	\$163,633
Season Final	\$2,472,258	\$2,213,561	\$2,329,985	\$2,179,648
percentage	87.76%	80.42%	78.09%	71.89%

END OF FISCAL YEAR

Membership - Sept 2024

Monthly activity of \$2161 represents paid Vol TMA income
 With the \$10 per TMA increase - we finished the season at 83.65% of membership budget or \$2,314,940

Income - September 2024

We had \$107,972 in monthly income activity
 ~\$76k of Income is a grant SOV-Dept of Forest Parks & Rec
 ~\$2700 is from Sign sales & misc trail income
 ~\$10k in Media Sales and ~\$11k from SSTP
 Our income for the season was 87.85% of budget expectations or \$3,151,138

Expenses - September 2024

We had \$163,633 in monthly expenses
 ~\$45k in Salaries and Benefits, ~\$79k in Trails Expenses,
 ~\$19k in Operating & Office Supplies of which ~\$10k was in forms/decals and ~\$7k in Property tax
 Our expenses for the season came in at 71.89% of the budget or \$2,179,648

Trails Encumbered	2020 Season Final	2021 Season Final	2022 Season Final	2023 Season Final	2024 Season Final
Budget	\$400,000	\$400,000	\$550,000	\$554,170	\$554,170
MONTHLY ACTIVITY					\$12,431
Season so far	\$363,721	\$434,560	\$501,293	\$583,721	\$344,002
8310/2010 Trail Construction		\$100,764	\$157,804	\$223,860	\$1,440
8310/2010a Trail Maintenance		\$283,450	\$268,248	\$303,654	\$10,991
8310/2021 Trails Emergency Fund		\$24,895	\$45,556	\$26,499	\$0
8310/2027 Trail Debrushing		\$26,942	\$29,686	\$29,708	\$0
8310/2030 Next Year's Trails Projects		\$0	\$0	\$0	\$0

Flood Relief Trail Work	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Budget	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
MONTHLY Project Expense	\$16,044	\$91,518	\$150,784	\$109,968	\$9,003	\$6,725	\$14,040.82	\$13,748	\$23,221	\$0	\$0	\$44,171
Season So Far	\$16,044	\$107,563	\$258,348	\$368,316	\$377,319	\$379,406	\$393,446.00	\$412,194	\$435,415	\$435,415	\$435,415	\$479,586
Percentage of Budget Utiliz	2.14%	14.34%	34.45%	49.11%	50.31%	50.59%	52.46%	54.96%	58.06%	58.06%	58.06%	63.94%
BALANCE	\$733,956	\$642,437	\$491,652	\$381,684	\$372,681	\$370,594	\$356,554	\$337,806	\$314,585	\$314,585	\$314,585	\$270,414

Trail Projects - September 2024

Regular Season Projects for **September**: \$12,431
Regular Season Projects for the Season so far: \$344,002

Flood Relief Projects for **September**: \$44,171
Flood Relief Projects for the Season so far: \$479,586

TOTAL: \$823,588 paid for Reg & Flood projects (\$344,002 + \$479,586) for the Season

Windsor County: Motion to approve, Lamoille County seconded to approve Treasurer’s Report. MOTION CARRIED.

TABLED ITEMS

Nothing New

Old Business

- a. Waterbury Suspension Bridge - Matt & Jeff

An email was received from VHB showing findings of bridge inspection. Will be putting in old business for review so Jeff Halpin can do some measurements to bring to the engineer that did inspection.

NEW BUSINESS

- a. Reserve account allocations - Cindy

Discussion on LVRT and VAST combining funds to redeck a bridge based on contract with VT Trans. VAST paid \$1600.00 for lumber as well as VT Trans. VT Trans did the labor.

Discussion on funds in emergency reserve funds and disaster relief funds.

<u>Recommendations for Reserve Accounts</u>	<u>Amount to move</u>
Capital Grooming Contingency	50,000
Capital VAST Equipment Reserve	10,000
Capital VAST Building Reserve	10,000
Capital Emergency Reserve	200,000
Capital Disaster Relief	150,000
Capital Special Projects	10,000
Capital Fuel/Club Equip Reserve	50,000
Capital State Land/Multi-use- Project	20,000

Essex County: Motion to approve, Chittenden County seconded to approve the Reserve account allocations as presented. MOTION CARRIED.

- b. 2025 Committees – Patty & Cindy

Patty reviewed what was on the committee information handed out that explained who is in what committee.

Orleans County: Motion to approve, Washington County seconded to approve the slate of committees as presented. MOTION CARRIED.

- c. ED Spending Approval – Patty

Discussion on prior years spending and audits being done every year.

Suggestion of a financial resolution to be approved annually every year. The By-laws and policy committee will be working to create a proposed financial resolution.

This will be added to old business in November’s agenda.

- d. Tweed Valley Travelers – 50K Loan – 3 yr term – requesting VAST corporate guarantee – Matt

Tweed Valley Travelers are looking for a VAST Cooperate Guarantee for \$50,000 through NSB. They purchased a groomer for \$245,000. They sold a Tucker for 81,5000. Tweed Valley has a balance of \$50,000 they are asking from NSB for a 3-year term.

Chittenden County: Motion to approve, Addison County seconded to accept the VAST Cooperate Guarantee for Tweed Valley. Franklin & Orleans County opposed. MOTION CARRIED.

e. Dept of Labor Letters – Remind clubs to call – Patty & Cindy
9,000 letters went out, reminding clubs to call the Department of Labor to answer the questions asked in the letter regarding 501c3 businesses. All clubs need to respond.

f. EB TMA Sales Update – Cindy
EB TMA Sales: 896
2024 EB Sales: 1,100
2023 EB Sales: 756
Please encourage clubs to share information about EB prizes they get entered to possibly win when getting an EB.

g. Holiday Gathering/BOD Meeting – Dec 16 – Patty & Cindy – 5 min
The Holiday gathering /BOD Meeting will be held on December 16 at 5:15 at the VASA office. The BOD meeting will start at 6:00 PM.

Trails Administrator's / ED Report – Cindy 15 min

Nothing to report.

Discussion on Cupboard Deli Store's new ownership. The parking lot remains with the original owner and can be used for VAST parking. Discussion on options to have as a paid plowed parking lot.

Committee and Other Meeting Reports- 30 min

a. American Outdoor Risk Retention Group (AORRG) Insurance – Mark Reaves
The annual meeting will be on 11/7. Review annual audit and name Mike Koehler and Dustin Turner to the board.

b. Northeast Chapter and USA – Pat Poulin, Jeff Fay as VT Representatives
USA, nothing to report. NE Chapter, they will try to do a ride in the first part of February in Malone, NY. More information to come.

c. VT Snow Trails Conservancy (VSTC) – Cindy
Nothing to report.

d. Law Enforcement (LE) Committee – Cindy
Orientation is 10/30. Cindy is working on the contracts and will be done by Wednesday for the orientation.

e. Awards & Nominating – Amber Stevens
N/A

f. By-Laws & Policy – Mark Reaves, Chair
Nothing to report.

g. Annual Meeting – Jennifer Lucia and Lewis Barnes
The Annual Meeting will be held in Addison County in September 2025. Jennifer Lucia is the lead and is working on a location at the Addison Pauquet barn on the field days. Further information to come.

h. Executive Committee – Patty Companik, President
Meetings were held on 10/7 and 10/21. Regular scheduled meetings will be held a week prior to BOD meetings.

i. Personnel Committee – Juliann Sherman, Chair
Nothing to report.

j. Finance – Stephen Conti, Chair
Nothing to report.

k. Long Range Planning & Organizational Committee – Mark Reaves, Chair
Nothing to report.

l. Resource Committee
Not active.

m. Trails Committee –John Hull and Mike Burns Co-Chairs
There was a short meeting at the annual meeting. The main concern was to assess damage from the floods. Next meeting will be in November.

n. Safety Committee – Stan Choiniere
There was a meeting in October but no quorum. The next meeting is in November. The committee is actively looking to update the online Safety course. It was put in enews to have anyone contact them that was interested in the in-person course, two people responded.

o. Governor's Council – Pat Poulin
The GOV council met on 10/2 and will continue to maintain a schedule of meetings on the first Wednesday of every month until June.
State Police have booked four in-person safety courses. They are preparing for the upcoming season. Fish & Wildlife have a new hire. They are in the process of training and are hopeful they will be able to participate in the season. Southern VT task force changed their name to Southern VT Search & Rescue. DMV is currently working with the GOV council to update the Snowmobile manual.

Chittenden County: Motion to bestow a Lifetime Membership to Jeff Fay, Addison County seconded to accept MOTION CARRIED.

Motion to adjourn: Washington County moved to approve; Addison County seconded to adjourn the meeting. MOTION CARRIED.

The meeting was adjourned at 7:29 PM.

Respectfully submitted,
Ruth Halpin, Secretary

Prepared by Tina Bedard, VAST Office & Programs Assistant