

VASA Board of Director Minute
June 10, 2024
VASA HQ

Chris Putney calls the meeting to order at 6:00 pm

Roll Call

BOD Present: Maureen & Steve Mosher, Ray Blakeney, Gordon Pirie, Chris Hill, Jay Potvin, Mike Coleman, Tom Nazzewski, George Barton, Steve Bean, Craig Warner, Fred Elliot, Chris Putney, Melissa LaBounty

BOD Present Online:

Kurt Gerard, Ian MacKenzie, Joe Pelkey, Spencer Leggett, Bartholomew Howes, Mark Carpenter, Scott Boyce, Kevin Tatro, Laura Champagne, Anthony Zumbroski, Matt Frechette

Staff (Non-voting) present: Tommy O'Connor, Jeremy Sneed, Ethan Hill, Jim Dwinell, Eric Moreau.

Secretary's Report:

-are there any additions or corrections to the report?

-Motion made to accept the report by Steve Mosher, seconded by Chris Hill, all in favor, none opposed, motion carries.

Chris Putney announces we have hired Eric Morreau as the new Office Assistant / Grant Administrator position.

Treasurer's report:

Jeremy presented the Treasurer's report. Asks if VASA wants to continue working the accountant? The total expense incurred has been \$2,000.00. He thinks that another 6 months would be beneficial to VASA.

Bart Howes makes a motion to hire the accountant for another 6 months as recommended by Jeremy, seconded by Fred Elliot, approved by all. None opposed, motion carries

Fred Elliot makes a motion to accept the Treasurer's Report, seconded by George Barton, all in favor, none opposed, motion carries.

Staff Reports-

Directors Consultant:

TAD season is in full swing, status reports are included in the packet. 4060 sold as of BOD meeting date, just "a hair under" 70% of the amount of TAD's sold at this time last year. He

continues to receive Thank you's from members regarding the quick process time of the TAD issuing system that is now in place.

The Club sheets have been put together and you should be seeing the emails and funds soon.

Jim reflects on the transition of roles as he looks forward to retiring. This step begins phase three of the transition that began with the hiring of David in 2017 and Ethan not far behind in 2019, phase two with Tommy and Chris in their new roles is closing in on the end of their first year. A centralized point of the next phase is the introduction of tracking and data management software. The data management side allows for comprehensive reporting and tracking of everything from Landowner permission status to TAD sales numbers. The project tracking side will be a game changer, allowing status reports of all things big and small for individuals and the Association as a whole. A million dollar operation with close to 6000 members is difficult at best to manage without a comprehensive management tracking system, the operation can easily become disjointed and reactive to every changing circumstance. Always remember what that TAD sticker represents, the value behind the sticker, the team effort of VASA and all of the clubs behind it.

Trails Coordinator:

VTMP Updates;

David has finished the job up in Rutland. He will be out for a little as he is dealing with Lyme Disease. VASA will be renting a hydraulic hammer for the excavator to remove large sections of ledge instead of continuing to try and cover it up with material. The hammer is working well enough that he would like to look into purchasing one for the trail maintenance program in the future. Jobs in Lowell and Wheelock have been finished. He has been visiting future job sites to have materials delivered ahead of time so they are ready for our arrival.

Equipment updates:

All pins and bushings have arrived for the Hitachi and he's hoping to get that to A&L machining within the next few days. The new trailer that was purchased will be replaced by Big Tex Trailer World at no additional cost to VASA and should be in by late August. We will continue to use the one that we received until the new one arrives in August.

Grants:

RTP projects have all been approved. The Lowell Wind Tower project has been started now that the Rutland project is completed. The Sutton Powerline project will be after that, with hopes to move to the Wright Farm Rd project in Hardwick. There are still some details to finalize before going to the Hardwick project.

If you have work that needs to be done (even if we have already spoken about it already), you need to submit the paperwork which can be found on VASA's website.

Executive Directors report:

The month of May was full of beginnings and ends, The first was the final days of the legislative session went through and VASA was involved in several conversations near the end of the

session and soon Frank and Tommy will be doing a full recap meeting and a strategy session for next year. The big thing to keep an eye on will be elections. May 30th was the close date for candidates and we will keep an eye on each race.

The Office Manager / Grant Administrator position has been filled as Chris mentioned in the beginning of the meeting with a June 12th start date. Eric Morreau.

He has attended a select board meeting at Bakersfield as they continue to see some OHV issues. We again reminded them on how VASA operates and the work that would need to be done in order to have VASA support. They did not seem interested in moving forward but we will be doing a site visit with FPR and other state officials in late June to view the damage on Belvidere Mtn Road.

We are making plans as a new person at FPR (Lauren) is taking over our grant cycles and the state reimbursement process. I have been working with Lauren since she joined FPR in late winter and we will be working the first week of June to make sure we are on the same page.

Coming up on June 13th, VASA will be updating our phone system to a desktop phone system through Spectrum. There will be a phone in each office! There will be a minor interruption in availability of the phone at 9am on the 13th.

Fred Elliot asks about Eric's title position... is it Office Manager? He thought that Jeremy was the office manager.

Tommy states that has officially changed, Jeremy is the Business Manager. He will be responsible for all finances, quickbooks, internal policies and financial reporting (taxes, audits, etc) officially changing July 1st.

Additional Business:

- Bylaw change request for vote- This came up because of questionable vehicles that are being classified as an ATV. Mike Smith at the DMV states that if it meets the statue they don't ask questions and give it an ATV endorsement. The statue states that an ATV is under 64 inches wide, less than 2500 pounds dry weight, has at least power to 2 wheels at the same time, and has 10 PSI.
 - The concern is where does VASA stand on this. Do we want to add wording to cover us in the bylaws to be able to deny the questionable vehicles.
 - Bart made a motion to add it to the bylaws, seconded by Steve Mosher, accepted by all, none opposed, motion carries.
 - Bart made an additional motion to put all questionable vehicles on hold until a 30 day review of bylaws has happened, seconded by Steve Mosher, accepted by all, none opposed, motion carries.
- Credit card policy- a credit card policy has been added to the packet for review as requested at a previous BOD meeting.
 - Bart made a motion to accept the CC policy as written, seconded by Fred Elliot, approved by all, 1 opposed, motion carries
- Jeremy has updated the employee handbook. Bart asks about access to all documents that are available... all internal VASA documents (club only) documents are on the website available in a digital format.

- Chris reminds that there are 2 positions up in July
 - Vice President (Lloyd will stick around if no one steps in for nomination)
 - Member at Large
- An RSVP will be set up for the annual meeting, don't forget to RSVP!! The meal will be a \$10.00 charge. The bags will be given away blank and filled with goodies purchased for sponsors last year.
- Don't forget to encourage your members to vote for People's Choice Awards!

A motion made to adjourn by Steve Mosher, seconded by Chris Hill, meeting was adjourned at 7:26 pm.