

**MINUTES OF THE
VERMONT LEAGUE OF CITIES AND TOWNS
BOARD OF DIRECTORS MEETING
THURSDAY, May 5, 2016**

Members Present: President Cadwell and Members Shepeluk, Beckett, Janssen, Pinsonault, Monette, Ramsay, Richard, Safford, Simmons, Weinberger and Whittaker.

Others Present: VLCT staff members including Karen Horn, Gwynn Zakov and Mike Gilbar.

Agenda Item #1: Call to order by the President.

President Cadwell called the meeting to order at 12:20 pm.

Agenda Item #2: Additions and Deletions to the Agenda.

Although attachments were included in the Board packets, Agenda Item #6 did not specifically state that Quarter 1 financials would be presented and discussed by the Board. On motion duly made by Member Pinsonault and seconded by Member Monette, the Board formally added Quarter 1 financials to Agenda Item #6 and unanimously adopted the amended agenda.

Agenda Item #3: Consent Agenda Items.

Member Janssen noted that Member Monette was present at the April Board meeting but it was not reflected in the minutes in the list of members present. On motion duly made by Member Pinsonault and seconded by Member Janssen, the Board took the following actions on consent agenda items:

Unanimously approved the minutes of the April 7, 2016 Board meeting as amended, and unanimously accepted the Personnel Report.

Agenda Item #4: Review of Final Days of the Legislature.

Karen Horn and Gwynn Zakov reported that the legislature is trying to finish its work within the next few days, updated the Board about floor action in the House and Senate, as well as committees of conference at the State House, and provided a status report on a list of issues of concern to local government. That list is attached to the minutes. Karen and Gwynn responded to queries from the Board.

President Cadwell asked about the status of the membership of the 2016 policy committees. After the session is completed, Karen and Gwynn will be discussing committee make-up with the chairs and vice chairs and will contact individuals who are recommended or volunteer to serve on the policy committees. The plan is for committees to meet during the month of June. Karen encouraged Board members to recommend potential committee members, as well.

Karen also reported that the Public Policy and Advocacy Department will be working with an intern this summer who will be receiving credit from Vermont Law School for her work with

VLCT. She is a Masters candidate in the environmental law program and will work with the league for 8 weeks.

Agenda Item #5: Appointment of Treasurer and Presentation of Draft Bylaw Amendment.

Following the discussion at the last Board meeting regarding the VLCT Bylaw requirement that the Board elect a Treasurer, the Board reviewed draft language amending the Bylaws to remove any limitations on who might serve in that capacity. After some discussion, Board Member Shepeluk offered the following language as a substitute for what was presented: “The Board of Directors shall appoint a Treasurer, who must be an official or employee of a member city or town in good standing, to serve the needs of the League.”

On motion by Member Shepeluk and seconded by Member Monette, the Board unanimously approved the amended language for presentation to the membership at the Annual Meeting. On further motion by Member Richard and seconded by Member Safford, the Board unanimously voted to appoint Donna J. Kelty, Town Clerk-Treasurer for Barre Town, to fill the role of Treasurer of VLCT. Ms. Kelty accepted the appointment.

Agenda Item #6 Audit Update and Quarter 1 Financial Report

Chief Financial Officer Mike Gilbar provided an update of the VLCT audit process. Due to the reporting requirements of GASB 68 regarding pension liabilities, VLCT has been waiting for the VMERS audit results in order to complete the League’s audit. Mike received information from the State Treasurer’s office that information may be forthcoming on Monday, May 9. If that occurs, Mike anticipates that the audit may be ready for the June meeting but, if not, should be ready for the August Board meeting.

Mike presented VLCT’s Quarter 1 financials and responded to queries from the Board. On motion by Member Shepeluk and seconded by Member Pinsonault, the Board unanimously accepted the financial report.

Agenda Item #7 Town Fair Update.

Maura Carroll reviewed the enclosed sponsorship list for Town Fair, updated the Board about staff activity and responded to questions from the Board.

Agenda Item #8c: President’s Initiatives.

President Cadwell noted that Maura Carroll will be at the annual league directors’ workshop during the week of the scheduled August Board meeting. On motion made by Member Pinsonault and seconded by Member Safford, the Board voted to reschedule the August Board meeting to August 11, 2016.

Agenda Item #8c: Member Initiatives

Member Whittaker expressed a concern that when filling VLCT Board vacancies, the Board and the membership should be mindful of the geographic representation of Board members. While the current Board membership reflects a number of Vermont's counties, Member Whittaker is the only one in the Connecticut River watershed to serve on the Board. The Board agreed that geographic representation should be considered when seeking new Board members.

Member Pinsonault offered compliments to Mayor Louras for his strength in moving forward with the refugee resettlement in Rutland and expressed disappointment that he was unable to be at the Board meeting to hear positive comments directly. Other Board members expressed similar sentiments.

On motion duly made by Member Whittaker and seconded by Member Ramsay, the Board unanimously adopted a motion to adjourn at 1:52 p.m.

Respectfully submitted,

Maura Carroll
Executive Director