



Winooski Valley Park District

Ethan Allen Homestead
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Board of Trustees

Minutes of the Meeting

October 17, 2017

The meeting began at 4:30 PM at the Ethan Allen Homestead Museum.

Present: Aaron Keech (Burlington), Susan Gilfillan (Colchester), Tom Malinowski (Essex), Sonja Schuyler (Jericho), Dave Crawford (South Burlington), Erin Dupuis (Winooski), Nick Warner (Executive Director).

Absent: Rita Dessau (Williston)

Acceptance of Minutes, 4:30 PM: The September 2017 meeting minutes were unanimously accepted by the board.

Public Comment Period, 4:35 PM: No guests were present at time of public comment period. The meeting was attended by the Ethan Allen Homestead Museum Board of Trustees.

Introduction of Ethan Allen Homestead Museum Trustees, 4:40 PM: All the trustees introduced themselves at this combined WVPD / EAHM meeting.

Ethan Allen Homestead Museum Financial Report, 4:45 PM: Phyllis Drury gave the financial report for the EAHM. The summary of the financial sheet indicates a balance of \$39,769.59. Phyllis gave the board a summary of summer events at the EAHM. She told us that over 200 guests attended their harvest dinner this month. Summer attendance to the EAHM museum had been strong. Nick also added that he was pleased that the EAHM was meeting their financial goals. Susan discussed the need for the EAHM to maintain their minimum reserve fund, and to preserve their historical artifacts.

Financial Report for the WVPD, 4:50 PM: The FY 2018 budget summary was presented to the board by Nick showing a deficit of \$87,658.06. Nick told the board the deficit was because there were no payments yet from member towns this fiscal year. Sonja asked about the date on the report of Aug 31st. Nick informed the board that was a processing mistake, and it should have been Oct 31st. The financial report was accepted by the board with the one minor change.

Framework for EAHM / WVPD Operations Agreement: Nick presented a copy of the operations agreement to both boards. He reviewed the history and strategy of the agreement, along with the spirit of cooperation and coordination between the two organizations.

Nick suggested a plan to appoint one board member from each organization to review, discuss, and potentially update the operations agreement. Aaron Keech volunteered to be the primary WVPD contact. Dave Crawford volunteered to be the alternate WVPD contact. The EAHM board will discuss their appointment internally, and talk about coming up with an appointment. Sonja presented a motion to proceed forward with this process. That motion was approved by the WVPD board.

Front Porch Foyer Project, 5:20 PM: Nick proposed a change to the entrance of the EAHM to enclose the front foyer. Many ideas for the proposal were discussed. The goal is a short term solution to space issues inside the museum. Dave presented a motion that the EAHM and WVPD continue to explore this idea, and bring back additional design plans for the foyer. That motion was accepted.

Discussion of a Legislative Funding Request, 5:25 PM: Nick presented to the WVPD and EAHM trustees a presentation discussing deferred maintenance projects at the EAHM and the WVPD. Nick proposed a trip and presentation to the VT Legislature for funding for capital improvements.

Nick told the board that he would also look for other funding sources for deferred maintenance projects. The board believed this undertaking would be good exposure for both the EAHM and the WVPD. The EAHM board was in agreement with the plan. Nick will have an update at the November meeting.

Updates on FY19 Town Requests, 6:05 PM: Nick presented upcoming dates for member town meetings to the board.

Updates on Properties, 6:10 PM: Nick told the board that the Wolcott Property in Colchester was moving forward with significant progress. A gate has now been installed on the property.

Nick updated the board on Williston properties. Nick has been in contact with Melissa Scott and Rick McGuire on a property acquisition for the WVPD in Williston. There is a new property, the Jacob Parcel on the Winooski River in Williston that the town has approached the WVPD as a potential property donation. Nick will meet with the Williston selectboard on 10/17/2017, with the goal of having them approve the property transfer to the WVPD.

Nick informed the board that Winooski has approached the WVPD about the potential transfer of property at Memorial Park in Winooski to the WVPD. Nick would like to open the door on discussions to acquiring this high value conservation area.

Other properties acquisition discussions were moved to the November meeting.

Adjourn, 6:20 PM.

Respectfully prepared by,

Tom Malinowski
Trustee, Town of Essex

Respectfully submitted by,

Rita Dessau
Secretary