



Winooski Valley Park District

Ethan Allen Homestead

Burlington, Vermont 05408

Tel: (802) 863-5744

Email: info@wvdp.org

www.WVPD.org

Fax: (802) 865-0647



Board of Trustees

Minutes of the Meeting

July 18, 2017

The meeting began at 4:30 PM

Present: Susan Gilfillan (Colchester), David Crawford (South Burlington), Tom Malinowski (Essex), Sonja Schuyler (Jericho), Nick Warner (Executive Director), Rita Dessau (Williston) Aaron Keech (Burlington) Lauren Chicote (Programs Director).

Absent: none

Minutes: Minutes of June 20 meeting were corrected, and then accepted unanimously.

Public Comment Period: No members of general public were present.

Agenda changes: None were requested.

Financial Reports: WVPD Monthly budget report was presented up to June 20, 2017. The final fiscal year figures were not yet available, and will be reviewed at next meeting. The near-final results show net operating income of \$20,807.42, and net other income (grants, contracted park maintenance, etc.) of \$18,490.80. We anticipate moving approximately \$20,000 into the capital fund at next meeting. It was moved to accept the June budget results, seconded, and unanimously accepted.

EAHM financial report was not available at the meeting. Nick stated that the museum is doing very well, but there has not been opportunity to complete the total report. The board moved to request a financial report from EAHM, to be available at the next WVPD meeting on August 15. This was seconded and passed unanimously.

Extension of Operations Agreement for Ethan Allen Homestead (action item): A second extension was requested for the current agreement, which was written in 2013. In order for the board to have time to thoroughly address issues such as simplifying our financial relationship, and planning for renovation of the building museum, It was moved to approve the current operations agreement, effective July 1, 2017-Dec 31, 2017, with the understanding that our board would work in conjunction with EAHM board to further develop our economic relationship during the 6 months. This was seconded and passed unanimously.

Forest Preschool Letter of Intent (action item): Please see letter of July 10 from Nicole Mandeville, preschool director. The Forest Pre-School, which currently leases space for their program at EAHM, formally asked for permission to expand their program starting fall 2018, through a Letter of Intent. This is to allow time to market the program expansion while ensuring that the space would be available. Lauren reported that their program expansion would not impinge on space allotted for the SOLE camp and other youth programs. Nick stated that

the preschool is subject to its own inspection and licensing requirements. Aaron recommended that the hallway clothing storage area be re-organized to minimize crowding. Susan recommended that we request an insurance audit, to make sure that we have adequate liability coverage. Susan moved that WVPD offer the right of first refusal for use of a second classroom, to Forest Preschool, which would be subject to mutually agreeable terms and conditions, and would expire Feb 1, 2018. This motion was seconded and passed unanimously.

Executive Session to discuss real estate acquisition: It was moved to enter executive session at 5:15 PM. This was seconded and passed unanimously. At 6:15 PM, it was moved, seconded, and passed to exit executive session.

Director's Report: Please see report by Nick Warner dated July 12, 2017. A potential new trustee from Winooski, Erin Dupuis, is interested, but not yet approved. Nick is continuing participation in the conservation of the Fitzgerald parcel. WVPD would not be suitable to acquire the land, though it is most likely highly valuable ecologically. Nick will request land appraisal. Nick also participates in meetings to conserve the Tomasi property, which is hoped to be acquired by VT Fish and Wildlife. The survey of WVPD park users is currently online, ready for data entry. The July 23 Pedal and Paddle Event is organized and ready. The WVPD crew, together with VYCC, is busy maintaining all the trails, especially the damage from excessive wind and rain this year. SOLE Camp has been very successful, and completely booked with the expansion to 16 participants this year. Our personnel and space resources may require reduction back to 12 campers next year, however.

Adjournment: It was moved, seconded, and passed to adjourn at 6:25 PM.

Next meeting: August 15, 2017

Respectfully prepared by,

Rita Dessau, Secretary