



Winooski Valley Park District

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Board of Trustees
Minutes of the Meeting
November 21, 2017
The meeting began at 4:35 PM

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

Absent: Aaron Keech (Burlington)

Minutes: Minutes of October 17, 2017 meeting were reviewed, and accepted unanimously after minor correction.

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

Agenda changes: None were requested.

Financial Reports:

Please see WVPD budget report of November 15, 2017. This month, there is more detail on p2 of Excel about use of various grants. Net income is negative balanced, due to yearly absence of town reimbursements at this time. In the Wolcott project, expenses are listed, but the 90% expected reimbursement will follow. Lauren is completing the last information needed for the audit this month, and audit results are expected soon. Dave recommended that the financial reports eventually could show how much money is spent on each park individually, to better guide decisions. Sonja asked about program expense; Lauren reported that it reflected costs of S.O.L.E. camp this summer.

EAHM financial report of Oct. 31, 2017 was reviewed. It indicated net income of \$17,369 this year, which is much more substantial than the past. Assets are \$49,368. Aaron has been working on the operations agreement between EAH and WVPD. The basic language of the current agreement is still good. There is need to clarify the plan for the system of payment. Reserves need to be built up to \$12,000 in coming years. Aaron will discuss changing the payment method to the fixed base rent plus percentage, when he is able to attend board meeting. Fundraising as a membership organization (as opposed to WVPD, a municipal entity) will continue to be encouraged. A draft of the agreement will be reviewed in December.

Updates on meetings with towns: Nick reported that the Colchester and Burlington meetings went well. Jericho may be requesting our contracted services. Sonja will review the need for a permit from Corps of Engineers for building a higher bridge at entrance to Old Mill Park. A complication is that the Historical Society owns the land. Nick plans to attend the Dec. 5 select board meeting in Williston, to support proposal to add land in Williston to WVPD parks.

Executive Session to discuss real estate acquisition and a personnel matter: It was moved to enter executive session at 5:10 PM. This was seconded and passed unanimously. At 6:30 PM, the board completed the executive session.

Adjournment: It was moved, seconded, and passed to adjourn at 6:31 PM.

Next Meeting: Tuesday December 19, 2017 at 4:30 PM.

Respectfully prepared by,

Rita Dessau
Secretary