



# Winooski Valley Park District

**Ethan Allen Homestead**

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## **Minutes for May 28, 2024, Annual Meeting of the Board of Trustees for Winooski Valley Park District**

The meeting began at 4:33 PM. Meeting was held both in person at the Ethan Allen Homestead in the Ethan Allen Homestead Museum Tavern and virtually via Zoom.

**Present:** Andrew Gregg (Burlington), Susan Gilfillan (Colchester), George Tyler, (Essex Junction), Jeffery Theis (Essex), Sonja Schuyler (Jericho), Larry Kupferman (South Burlington), Reid Willis (Williston), Bridget O'Brien (Winooski), Nick Warner (Executive Director), Lauren Chicote (Operations Manager). **Guests:** Denny Mecham (Ethan Allen Homestead Museum Board President), Doug Slaybaugh (Ethan Allen Homestead Board member), Angie Grove (Ethan Allen Homestead Museum Executive Director).

**Public Comment Period:** There were no members of the public at the meeting. Guests present to participate in later agenda item – Discussion with Ethan Allen Homestead Museum Leadership.

**Agenda Changes:** No changes to the agenda were made.

**Review and Accept Minutes from previous meetings:** The Board reviewed the April minutes. A typo was noted and more information on the strategy for engaging with the City of Winooski was added. Larry Kupferman moved to accept the April minutes with corrections of the typo and additional information added to the Winooski Discussion, seconded by Jeffery Theis. The April minutes were unanimously accepted.

**Review and Accept Financial Reports:** Lauren Chicote presented the July 1, 2023 – April 30, 2024, financial report for current fiscal year, FY2024, along with Fiscal Year End Projection Summary. The budget continues to remain on track as the end of the fiscal year approaches and is projecting a surplus of around \$7,000. The board asked clarifying questions about projected salaries amounts and member town allocations. Reid Willis moved to accept the financial report, seconded by Larry Kupferman. The financial report was unanimously accepted.

**Annual Meeting - Election of Officers:** The board discussed the election of board officers:

Current Slate of Board Officers:

Chair – Sonja Schuyler  
Vice-Chair – Susan Gilfillan  
Treasurer – Larry Kupferman  
Secretary – vacant

The following slate of officers were proposed for nomination:

Chair – Sonja Schuyler  
Vice-Chair – Susan Gilfillan  
Treasurer – Larry Kupferman  
Secretary – Jeffrey Theis

George Tyler motioned to approve the nominated slate of board officers; Reid Willis seconded.

The motion was unanimously approved.

**Discussion with Ethan Allen Homestead Museum Leadership:** Denny Mecham, Ethan Allen Homestead Museum (EAHM) Board President, Doug Slaybaugh EAHM Board member, Angie Grove, EAHM Executive Director, were present to start the discussion of updating the MOU/agreement between the WVPD and EAHM. The Board first debated whether the discussion should be held in executive session since it involves a contract agreement between the two organizations. It was decided that the discussions could remain in open session as long as it remained a general conversation to plan for updating a MOU/agreement. If the discussion started to become more specific for a contract the board would revisit/discuss the need to enter executive session.

The guests from the EAHM and WVPD Board discussed the past relationship between the two entities, and the evolution of the museum over the past decade. The guests from the EAHM shared information on the Museum's current operations/organization structure, budget/financials, and programming, along with sections from the current MOU/agreement that they are requesting be updated for clarification.

It was decided that a subcommittee be formed with members from both Boards/organizations to review the current MOU/agreement and draft proposed changes to be reviewed by both Boards/organizations, with a goal of an updated draft agreement to be presented by the fall. Denny Mecham, Doug Slaybaugh, and Angie Grove will participate in the subcommittee for the EAHM, and Susan Gilfillan, Jeffrey Theis, and Lauren Chicote from WVPD.

**Adjourn:** Susan Gilfillan moved to adjourn the meeting, seconded by Bridget O'Brien/Jeffrey Theis. The meeting adjourned at 5:59pm.

**Next Meeting:** June 19, 2023, at 4:30pm.

Meeting Minutes prepared by:

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Lauren Chicote, Operations Manager