



# Winooski Valley Park District

Ethan Allen Homestead

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## Minutes for July 25, 2024, Annual Meeting of the Board of Trustees for Winooski Valley Park District

The meeting began at 4:32 PM. Meeting was held both in person at the WVPD Offices at the Ethan Allen Homestead and virtually via Zoom.

**Present: Via zoom:** Susan Gilfillan (Colchester), Jeffery Theis (Essex), Bridget O'Brien (Winooski). **In Person at WVPD Office:** Sonja Schuyler (Jericho), Larry Kupferman (South Burlington), Nick Warner (Executive Director), Lauren Chicote (Operations Manager)

**Absent:** Andrew Gregg (Burlington), George Tyler, (Essex Junction), Reid Willis (Williston).

**Public Comment Period:** There were no members of the public present at the meeting.

**Agenda Changes:** A discussion of the capital reserves was added to the 'Review and Accept Financial Reports' agenda item.

**Review and Accept Minutes from previous meetings:** The Board reviewed the June minutes. Susan Gilfillan moved to accept the June minutes, seconded by Larry Kupferman. The June minutes were unanimously accepted.

**Review and Accept Financial Reports:** Lauren Chicote presented the July 1, 2023 – June 30, 2024, financial report for fiscal year, FY2024. This report includes all of the FY24 – despite several unexpected large expenses including recovery cost from the July and December 2023 flood events and replacing the roof at the Colchester Pond caretaker house, the FY24 budget remained on track. With the end of the fiscal year Lauren also shared the Draft FY24 Close-out Report that projects a \$10,231.81 budget surplus for the year. Larry Kupferman moved to accept the financial report, seconded by Jeffrey Theis. The financial report was unanimously accepted.

The Board discussed WVPD's capital budget and capital reserves. Lauren shared a list of current bank account balances. The board requested that bank balances be added to the monthly financial reports.

**Staff and Operational Updates:** Nick Warner updated the board on several topics and projects including flooding impact and recovery from the July 10-11 flood event, VYCC trail work at Ethan Allen Homestead and Riverwalk, New Farms for New Americans Farm Field project, grant updates, and Allen House and Education Center roof projects.

**Executive Session:** The Board discussed the need to enter executive session and deemed it necessary as the discussion topic concerned real estate matters that have not been discussed in the public domain previously. Larry Kupferman moved to find that premature general public knowledge regarding the real estate matters would clearly place the WVPD at a substantial disadvantage, because the Board of Trustees risks disclosing its negotiation strategy if it discusses the proposed contract terms in public. Jeffrey Theis seconded. The motion was unanimously approved. Larry Kupferman moved that the Board enter Executive Session to discuss real estate matters under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes; seconded by Bridget O'Brien. The motion was unanimously approved. The board entered Executive Session at 5:44pm.

Susan Gilfillan moved to exit Executive Session, seconded by Larry Kupferman. The motion was unanimously approved. The Board exited Executive Session at 6:06pm.

**Adjourn:** Susan Gilfillan motioned to adjourn, seconded by Larry Kupferman. The motion was unanimously approved. The meeting adjourned at 6:06pm.

**Next Meeting:** August 22, 2023, at 4:30pm. Please note this meeting date has changed from the regularly scheduled third Tuesday of the month to accommodate board member schedules.

Meeting Minutes prepared by:

A handwritten signature in cursive script that reads "Lauren Chicote".

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Lauren Chicote, Operations Manager

Minutes Approved by WVPD Board of Trustees August 22, 2023