



Winooski Valley Park District

Ethan Allen Homestead

Burlington, Vermont 05408

(802) 863-5744 info@wvpd.org www.WVPD.org



Minutes for July 21, 2026, Board of Trustees for Winooski Valley Park District

The meeting began at 4:31pm. Meeting was held both in person at the Ethan Allen Homestead in Burlington and virtually via Zoom.

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

Guest (via zoom): Samantha Dunn (joined at 4:45pm, left at 5:12pm); Will Wolcott (joined at 5:12pm, left at 5:25pm); Norm Smith (joined at 5:12pm, left at 5:25pm).

Public Comment Period: No members of the public participated during the public comment period. Guests in attendance participated in Executive Session discussions.

Review and Accept Minutes from previous meetings: The Board reviewed the minutes from the June 9, 2026, regular meeting and the June 16, 2026, special meeting. Sonja Schuyler noted a typo in the June 9th minutes under Executive Session. Reid Willis motioned to accept the June 9th minutes with corrections, seconded by George Tyler. The June 9th minutes were unanimously accepted. Reid Willis then moved to accept the minutes for the June 16th special meeting, seconded by Sonja Schuyler. The June 16th minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the financial reports for July 1, 2025 – June 30, 2026, for FY2026. The financial reports included the entire Fiscal Year 2026 and show WVPD ending the fiscal year with a surplus, greatly thanks to operational support funding received from the Great Lakes Fisheries Commission. A final report for Fiscal Year 2026 financials will be shared at the August meeting. The board discussed additional information to be included in the final report. Nick Warner and Lauren Chicote updated the board on WVPD engaging with the non-profit consulting firm, Structural Integrity, to provide financial support in updating reporting in QuickBooks Online and an updated financial policies and procedures manual. Reid Willis moved to accept the financial reports, seconded by Larry Kupferman. The financial reports were unanimously accepted.

Change in Agenda: To accommodate guests in attendance, Nick Warner requested to move the Executive Session up on the agenda before Staff Updates. George Tyler motioned to move the Executive Session before Staff Updates on the agenda, seconded by Reid Willis. The motion was unanimously approved.

Executive Session: The Board discussed the need to enter Executive Session and deemed it necessary as the discussion topics are a continuation of previous discussions relating to three real estate matters that have not been previously discussed in the public domain.

Reid Willis moved to find that premature general public knowledge regarding the three real estate matters would clearly place WVPD at a substantial disadvantage, because the Board of Trustees risks disclosing its negotiation strategy if it discusses the proposed contract terms in public. The motion was seconded by Larry Kupferman and unanimously accepted. Larry

Kupferman then moved that the Board enter into Executive Session to discuss the three real estate matters under the provisions of Title 1, V.S.A. Section 313(a)(1)(A) of the Vermont Statutes. The motion was seconded by George Tyler and unanimously approved. The board entered Executive Session at 4:48pm pm. Guests Samantha Dunn, Will Wolcott, and Norm Smith were included in the Executive Session discussions.

The Board exited Executive Session at 5:53pm with a motion from George Tyler, seconded by Sonja Schuyler.

Staff Updates: Nick Warner shared an updated Staff Report with a new format that follows WVPD's newly adopted Strategic Plan and highlights progress updates for each organization goal within the Strategic Plan.

Discuss Next Meeting Agenda: The board discussed topics to be on the August meeting agenda including Staff Updates and anticipated Executive Session.

Adjourn: George Tyler motioned to adjourn, seconded by Jeffrey Theis. The motion was unanimously approved. The meeting adjourned at 5:55pm.

Next Meeting: August 11, 2026, at 4:30pm

Meeting Minutes prepared by: Lauren Chicote, Operations Manager, July 23, 2026.

Minutes Approved by WVPD Board of Trustees: August 11, 2026