



SNOWMOBILE VERMONT

**Board of Directors
June 24, 2024
Meeting Minutes**

Members Present:

OFFICERS PRESENT

President, Jeff Fay

Vice President, Mark Reaves

Secretary, Ruth Halpin

Treasurer, Patty Companik

DIRECTORS PRESENT

Addison: Lewis Barnes

Bennington: Carol DeJohn

Caledonia: Bruce Carlson

Chittenden: Pat Poulin

Essex: John Hull

Franklin: Mike Burns

Grand Isle: Jeff Porter

Lamoille: Dustin Turner

Orange: Juliann Sherman

Orleans: Roger Gosselin

Rutland: Mike Stewart

Washington: Jeff Halpin

Windham: Michael Garber

Windsor: Doug Jacobs

STAFF PRESENT:

Executive Director: Cindy Locke

Trails Administrator: Matthew Tetreault

Media Manager: Beth Flint

Office & Programs Manager: Mandy Dwinell

Office & Programs Assistant: Tina Bedard

Finance Manager: Sheila Fenoff-Willett

GUESTS:

Ivor Stevens, Windham County Alt. Director; Ed Hebebrand, Caledonia County Alt. Director; Stan Choiniere, Windsor County Alt. Director; Mike Mutascio, Lunenburg Polar Bears; Greg Rouleau, Washington County Alt Director; Richard Spitzer, Chittenden County Alt Director; Hawk Dobrich, Brookfield Trail Blazers.

President Jeff Fay called the meeting to order at 6:01 pm

Approval of Agenda

**Bennington County moved and Addison County seconded, to approve the agenda as presented.
MOTION CARRIED**

Secretary's Report

**Grand Isle County: Motion to approve, Lamoille County seconded to approve Secretary's Report.
MOTION CARRIED.**

Treasurer's Report

					<i>Mbrshp Income w/o \$10 increase</i> <i>The \$5.00 is included since it is reflected in prior data trckg per yr</i>	<i>\$10 per TMA estimated</i>
Membership \$\$	May-21	May-22	May-23	May-24	May 2024 w/o \$10	
Budget	\$2,481,915	\$2,478,385	\$2,767,295	\$2,767,295	\$2,767,295	
MONTHLY activity	\$3,912	\$10,809	\$6,900	\$6,240		
Season So far	\$2,825,425	\$2,759,272	\$2,437,963	\$2,312,300	\$2,141,822	\$170,478
percentage	113.84%	111.33%	88.10%	83.56%	77.40%	
Income \$\$	May-21	May-22	May-23	May-24	May 2024 w/o \$10	
Budget	\$3,255,180	\$3,310,443	\$3,436,342	\$3,586,956	\$3,586,956	
MONTHLY activity	\$20,956	\$27,823	\$26,237	\$34,370		
Season so far	\$3,121,338	\$3,156,288	\$2,980,060	\$2,914,347	\$2,743,869	
percentage	95.89%	95.34%	86.72%	81.25%	76.50%	
Expense	May-21	May-22	May-23	May-24		
Budget	\$2,816,998	\$2,752,476	\$2,983,607	\$3,032,072		
MONTHLY activity	\$483,436	\$351,287	\$455,309	\$161,050		
Season so far	\$2,043,344	\$1,789,500	\$2,005,404	\$1,801,716		
percentage	72.54%	65.01%	67.21%	59.42%		

Membership - May 2024 - Increase of \$10.00 per TMA implemented this Season.

\$6,240 in Membership Income Activity for May/ 83% of budget expectations
(WITH \$10 increase included) - ~\$6,240 is from Paid Volunteer TMAs

77% year over year comparison (WITHOUT \$10 included) which is about 10% less than last season at this time

Data Reference: NSB-Trails Special Reserve Acct - \$258,300 (5.00 & 10.00 per TMA sold) x 66% = \$170,478 Season.
No change from April data

Income - May 2024 - Increase of \$10.00 per TMA implemented this Season.

\$34,370 in Income Activity for May (WITH \$10 increase)
Income activity represents ~8400 in Media Sales, ~15k in Constructed Services (SSTP)

We are at 81% of budget expectations (WITH \$10 increase)
compared to 87% last year at this time.

We are at 76% year over year comparison (w/o the \$10 included) -
or 10% less than last season at this time

Expense - May 2024

Monthly Expenses of ~\$161k of which ~\$81k in Trails Expenses (~2k in Trail Signs - ~76k in Grooming)
~53k in Salaries/Benefits

We are at 67% of our fiscal year and 59% of Expense Budget has been utilized (only 59% of grooming budget was utilized)
GF expense budget is at 63% and TF expense budget is at 57%

GF: Equipment/Computers we are at 380% of line item - over budget by ~\$1600

GF: Supplies we are at 102% of budget line item - over budget by ~\$685

GF: VAST promo items we are at 200% - over ~\$3k

GF: Safety Program we are at 152% - over ~\$1037

TF: Signs we are at ~98%

TF: Grooming we are at 59% ~578k remaining

TF: GPS we are at 73% (balance of ~\$17k- we spent ~\$48k)

Trails Encumbered	2020 Season Final	2021 Season Final	2022 Season Final	2023 Season Final	May-24
Budget	\$400,000	\$400,000	\$550,000	\$554,170	\$554,170
MONTHLY ACTIVITY					\$2,981
Season so far	\$363,721	\$434,560	\$501,293	\$583,721	\$331,569
8310/2010 Trail Construction		\$100,764	\$157,804	\$223,860	\$0
8310/2010a Trail Maintenance		\$283,450	\$268,248	\$303,654	\$1,631
8310/2021 Trails Emergency Fund		\$24,895	\$45,556	\$26,499	\$1,350
8310/2027 Trail Debrushing		\$26,942	\$29,686	\$29,708	\$0
8310/2030 Next Year's Trails Projects		\$0	\$0	\$0	\$0

Flood Relief Trail Work	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
Budget	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
MONTHLY Project Expenses 8310/2010b	\$16,044	\$91,518	\$150,784	\$109,968	\$9,003	\$6,725	\$14,040.82	\$13,748
Season So Far	\$16,044	\$107,563	\$258,348	\$368,316	\$377,319	\$379,406	\$393,446.00	\$412,194
Percentage of Budget Utilized	2.14%	14.34%	34.45%	49.11%	50.31%	50.59%	52.46%	54.96%
BALANCE	\$733,956	\$642,437	\$491,652	\$381,684	\$372,681	\$370,594	\$356,554	\$337,806

Trail Projects - May 2024
Regular Season Projects for May : \$2,981 Regular Season Projects for the Season so far: \$331,569
Flood Relief Projects for May : \$13,748 Flood Relief Projects for the Season so far: \$412,194
TOTAL : \$743,763 paid for Reg & Flood projects (\$331k + \$412k) for the Season so far

Treasurer also said there were savings in the budget as well.

Windsor County: Motion to approve, Grand Isle County seconded to approve Treasurer's Report. MOTION CARRIED.

TABLED ITEMS

Nothing to report.

Old Business

Waterbury Suspension Bridge

Removing the Wood debris went well. The Waterbury club and Stowe Resue were there. Debris was successfully removed.

An email was sent to an engineer, and we are waiting for prices, they are still putting a proposal together.

NEW BUSINESS

- a. Bylaw Amendment Request Patty 15 minutes

Discussion happened:

The Treasurer has requested a by-law change to the description of treasurer to include:

The treasurer (as chair of the Fiscal Committee) shall work in collaboration with the VAST Executive Director on the financial planning in the form of a proposed budget to be presented to the VAST Board of Directors.

Washington County: Motion to approve, Orleans County seconded to approve.

Roll Call Vote:

Bennington, No.	Caledonia, Yes
Addison, No	Essex, Yes
Chittenden, No	Orleans, Yes
Franklin, No	Washington, Yes
Orange, No	Windsor, Yes
Grand Isle, No	Lamoille, Yes
Windham, No	Rutland, Yes

Tie Breaker: VAST President, No

MOTION NOT CARRIED.

- b. 2025 Budget Draft Cindy 20 Minutes

The 2025 Budget was reviewed. A copy of the budget will be emailed to all the officers for review. The officers were directed to come forward with any questions.

- c. Clubs missing extended deadline for Financial Analysis. Clubs missing Spring Seminar Update; Cindy 15 minutes.

Seven clubs never submitted the financial analysis. Nineteen Clubs did not complete in the construction course or the chainsaw training. Five of the seven clubs did not do the financial analysis as well as the construction course or chainsaw course. If a club does not follow policy, they are non-compliant.

Discussion on what happens to clubs when they are not compliant. [If a club does not submit a grooming financial analysis they are not eligible to receive their grooming startup payment. Clubs that do not complete the spring construction course are not eligible for grant-in-aid funds.]

The clubs that did not finish the financial analysis were contacted and asked to write a letter to Cindy explaining why they never finished it, and then will have to go individually in front of the board with a request to finish the analysis.

Discussion on giving the nineteen clubs an extension on taking the chainsaw training. [Club completion of the chainsaw training is a recommendation from the AORRG. Non completion of the chainsaw training does not make a club in a non compliant status.]

Washington County: Motion to approve, Orange County seconded to approve opening the chainsaw training until July 13th. MOTION CARRIED.

Trails Administrator's / ED Report – Cindy

Matt: Meeting on Wednesday with the GPS company.

Eighty construction grants have been submitted as of today.

Mandy: PPE was ordered. It will be distributed to the directors to hand out to clubs at the July 13 meeting.

Committee and Other Meeting Reports

American Outdoor Risk Retention Group (AORRG) Insurance – Mark

Taxes are done.

AORRG decided to donate funding for PPE to clubs that successfully completed the chainsaw training.

Northeast Chapter and USA – Pat Poulin, Jeff Fay as VT Representatives

USA: USA is going to sponsor something for the ISC. They are trying to get their name out. They do deal with federal land, as well as local.

Northeast Chapter: Both Northeast and USA met in Green Bay.

VT Snow Trails Conservancy (VSTC) – Cindy

Nothing to report.

Law Enforcement (LE) Committee – Cindy

Nothing to report.

Awards & Nominating – Patty Companik, Chair

Awards - Rec - Scholarship - Nominating Committee

The committee met and selected award recipients for this year.

Patty has placed the order with VT engraving - some awards will be different due to supply issues - I went with the recommendation from vendor.

Blue Club signs order was submitted to Mandy and confirmed.

Trailblazer certs were submitted to Tina.

Groomer jacket - pending order placement - Matt obtaining size.

VAST - We Are Volunteer Strong

Group photo at Annual Meeting - time and location TBD - Amber will add to the Annual Meeting agenda.

Three signs were ordered, and Patty has them.

Please encourage those from your county to participate in the group photo.

We hope that this becomes something that is done every year.

By-Laws & Policy – Mark Reaves, Chair

Nothing to report.

Annual Meeting – Ivor Stevens

An email with the draft schedule will be sent to Cindy.

Executive Committee – Jeff Fay, President

Nothing to report.

Long Range Planning & Organizational Committee – Mark Reaves, Chair

They are in the process of drafting the agenda.

Resource Committee

Nothing to report.

Trails Committee – Matt Tetreault

The next meeting will be on 8/12.

Safety Committee – Stan Choiniere

The next meeting will be July 8. They are planning to review the online safety course.

Governor's Council – Pat Poulin

No meeting until September.

Personnel Committee – Juliann Sherman:

The Personnel Committee met on June 19 to complete the ED evaluation. The total was a 93 out of 105. 12 Directors turned in reviews.

Motion to adjourn: Lamoille County moved to approve; Windsor County seconded to adjourn the meeting. MOTION CARRIED.

The meeting was adjourned at 8:26 PM.

Respectfully submitted,
Ruth Halpin, Secretary

Prepared by Tina Bedard, VAST Office & Programs Assistant