



# Winooski Valley Park District

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## Minutes for September 3, 2019 Board of Trustees Meeting for Winooski Valley Park District

The meeting began at 4:30 PM.

**Present:** David Crawford (South Burlington), Sonja Schuyler (Jericho), John Nittler (Williston), Susan Gilfillan (Colchester), Lauren Chicote (Programs Director), Tim Larned (Deputy Director/Parks Superintendent).

**Absent:** Aaron Keech (Burlington), Erin Dupuis (Winooski), Nick Warner (Executive Director)

**June Meeting Minutes at 4:30 PM:** Minutes of the June 18, 2019 meeting were reviewed and accepted by the board. No meeting was held in July. Note that the current meeting replaced the August meeting due to scheduling conflicts.

**Public Comment Period at 4:30 PM:** Tom Malinowski, previously of Essex and WVPD Board of Trustees member, announced that he has relocated outside of Essex and therefore needed to resign from the Board. He has notified the Essex Select Board of this situation and the Select Board is recruiting a replacement. The WVPD Board and Staff expressed their appreciation of Tom's enthusiasm and contributions that he brought to WVPD over the last 10+ years as both a volunteer, supporter, and Board of Trustee member. All present wished Tom the very best in his endeavors going forward.

**Agenda Changes at 4:35 PM:** The agenda was slightly modified, and the Anticipated Executive Session was moved forward and held after the agenda modifications.

**Executive Session at 4:35 PM:** It was moved to enter executive session to discuss potential real estate acquisitions and personnel matters. At 5:05 PM, a motion was approved to exit executive session.

**Financial Report for EAHM at 5:05 PM:** The financial report from the Ethan Allen Homestead Museum was reviewed and approved. This included the Balance Sheet as of July 31, 2019 and the Profit and Loss Statement from January-July, 2019. Lauren and Tim reported on the high level of activities being held at the EAHM and the high level of interest and participation in these educational and other programs. Tim noted that this has increased the demand for maintenance support from WVPD and while it is manageable at the moment if the need continues to grow, there may be the need to charge EAHM for these services.

**Financial Report for WVPD at 5:15 PM:** Lauren presented the 07/31/2019 financial report to the Trustees. She explained to the Board that the negative net income of \$47,465.03 was typical for the first month of the fiscal year given the fact that the town members support has yet to come in. The Board approved the financial report as presented.

She also presented a draft budget for Fiscal Year (FY) 2021 and sought Trustee input on it. Feedback included trying to hold increases to a total of 2-3% as this is probably the budgetary constraints that the towns will be dealing with; the need to examine the program fees to ensure we are covering our costs while being competitive with other camp programs; and the need to include income generated from the contracting of services to member towns. Lauren will work with Nick to finalize the budget for further review in the next WVPD Board of Trustees meeting.

**Program Updates at 5:30:** Tim and Lauren presented several program updates which included:

- Tim stated he was fortunate to have the same three crew members working for him this year which has made the season more easily managed. They will continue through October.
- They are working to open Wolcott Family Natural Area in the near future.
- They have removed some debris from Derway Cover but are awaiting FEMA funding in order to finalize the demobilization.
- They are doing some contract work for South Burlington and plans are in process to support Williston in some trail work and posting of property boundaries.
- They are working with the Town of Williston on the future development of the Jacob-Krantz parcel, and have received permission from the Trinity Baptist Church to allow future access from their property. A public walk-through with the Williston Conservation Planner and Conservation Committee is scheduled for September 4, 2019.
- The S.O.L.E camps were completed without major incidence (one broken arm) and were highly appreciated by campers and parents alike.
- AmeriCorps volunteer Juli Tyson finished her two-years of service with WVPD at the end of August. She will be greatly missed as the Environmental Educator and Resource Specialist. A new AmeriCorps member has been recruited to serve with WVPD over the next year and will start later in September.
- Lauren continues to be active with the planning and development of the Burlington Wildways initiative—a first section of the trail will open September 7, 2019 running from Salmon Hole to Ethan Allen Park.

**Adjournment:** The meeting adjourned at 5:50 PM.

**Next Meeting:** The date for the next meeting will be September 17th at 4:30 PM.

Meeting Minutes prepared by:

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John Nittler: WVPD Trustee