

VTAA Board of Directors meeting
Friday August 9, 2024, 12:30 - 1:30 pm

Present:

President – C. ‘Captain’ Lumenello
Vice President – Montana Burns
Treasurer – Mitya Schoppe
Board Director – Deirdre Kelley
Board Director – Greg Soll

Approve minutes from July 2024 meeting

- Attendance meets quorum.
- Approved by Captain, Montana, Mitya, Deirdre, and Greg (unanimous)

Agenda items: *please note that underlined names indicate current tasks to accomplish prior to next meeting.*

1. PO Box – update on location and potential for renewal – led by Greg
 - The PO Box is up for renewal. The payment information needs to be updated. There has been a slight increase in annual cost.
 - Montana and Mitya will take care of the payment.
 - Forwarding the mail is not possible, based on all recent efforts.
 - Greg will continue to manage mail with the help of Diana Vachon
2. Process of decision making by this board – led by Captain
 - Recently a decision was made outside of a board meeting.
 - Process was discussed and bylaws were reviewed for future decision-making needs.
3. The frequency of meetings – led by Deirdre
 - It is clear that not all members can attend monthly meetings. Current meeting schedule and alternatives discussed. There was agreement that the current plan of 10 monthly meetings was still preferred.
 - The Brattleboro Social was cancelled due to low invitation response. After discussion it was decided not to reschedule a Brattleboro event for this year because of other priorities and the up-coming Annual Meeting.
4. Rescheduling the October BOD meeting (not the annual) – led by Captain
 - ***October meeting rescheduled for October 4*** by all in attendance.
5. Annual Meeting & NCCAOM update – led by Montana
 - Montana and Captain will start drafting the mailer. Most final details are available.
 - Mitya will confirm the room and room capacity at Dartmouth-Hitchcock. Mitya will arrange refreshments for the morning of the meeting (coffee, snacks, fruit, baked goods) and Indian food for lunch (with GF, vegan options).

- Mitya will seek someone to help with picking up lunch rather than having a Board member be absent towards the end of the meeting.
- Scott has resigned from the Board and Montana is considering another role. The term endings and seats open for vote were clarified. Three board positions up for election: Vice President, Secretary & (optional) Director.
- Modification made to annual meeting schedule to allow for recruiting new Board members during a break.
- Montana has submitted the application for NCCAOM credits for Brendan's class, and is working with Captain on changing of the NCCAOM signatory for certificates to reflect the current board.

6. Treasurer's Report:

- So far VTAA monies have been moved to a more accessible, community-based bank. The account is more secure - only Mitya has access to the Debit Card and passwords. Captain is a co-signer on the account. Out-of date and irrelevant records have been shredded. VTAA business address, mailing address, passwords, and contacts have been updated to reflect the current Board. VTAA accounting data for 2023 has been entered into Quickbooks and 2024 is directly linked in enabling reconciliation and reports.
- Mitya presented the current status of the accounts; 10K is in a 6 month CD with Community Bank to mature in December. The remainder is in the Community Bank Checking account. She agrees this isn't the maximum interest gain possible, but given time and resources at the moment she has not pursued a high-interest Money Market account as it would require a separate bank account and money transfer.
- It was clarified that the CD compounds monthly.
- The Board agrees that maximizing interest while avoiding any risk is a financial goal.
- It was noted that right now the ASA is doing a great deal of legislative work on behalf of state organizations. It was recommended by Jessica at Nacrason (our previous lobbying firm), that the VTAA accumulate a minimum of \$25,000 as a "war chest" to be able to hire a registered lobbyist for a year if necessary (\$12,000 a year is a budget for monitoring activity at the State House only, which Kirk White has volunteered to do on our behalf). VTAA savings has now reached this minimum goal of \$25K.
- Further discussion of developing a comprehensive financial management plan and goal setting was deferred, likely until after the Annual Meeting.
- Mitya is focusing her attention for the remainder of this year on a financial report and presentation for the Annual Meeting (as well as arranging the annual meeting as previously noted).

Respectfully submitted by Mitya Schoppe on 8/31/2024