

VASA Board of Director Minutes
November 13, 2023
VASA HQ

Chris Putney calls the meeting to order at 6:00 pm.

Roll Call

BOD Present: Steve Mosher, Ray Blakeney, Gordon Prie, Scott Jenness, Lee Curtis, Curtis Girard, Ian McKenzie, Chuck Lyman, Brian Benoit, Jay Potvin, Tom Nazzewski, George Barton, Mike Small, Lloyd MacCormack, Bill Huff, Chris Putney, Lloyd Church, Judy MacCormack, Melissa LaBounty & Doug Stone

BOD Present Online: Spencer Leggett, Joe Berard, Chris Hill, Cathy Keller, Mike Coleman, Laura Champagne, Steve Bean, Maynard Earle & Fred Elliot

Staff (Non-voting) present: Tommy O'Connor, Carson Anderson, Ethan Hill & Jim Dwinell

Secretary's Report: It is asked if there are any additions or corrections to the report. Tom Nazzewski made a motion to accept the Secretary's report as read, seconded by George Barton. All in favor, none opposed, motion carries.

Treasurer's report: It is asked if there are questions on the report. Gordon Prie makes a motion to accept the Treasurer's report, seconded by Mike Small, all in favor, none opposed, motion carries.

Staff Reports-

Directors Consultant:

Since the October meeting, we have sold 5 more TADS. He anticipates that sales will likely stop for the rest of the year.

Sales are approximately 8% lower than 2022, which was down the same amount, bringing us back close to the 2020 numbers. There could be several factors involved, but he feels the lack of law enforcement is high on the list.

He continues to work through the free training provided by Sales Force, it should be a useful addition to our toolbox going forward.

The 2024 application and 2024 TAD stats page have been built and are in the process of flushing any kinks out before going live in December.

A 2024 Volunteer application has been built and info is included in this packet for BOD discussion.

The volunteer T-shirts estimate is also included in the packet for discussion.

These items open the door for a broader discussion about budgeting. Two factors to consider when voting on expenditures; the actual cost and the percentage of projected income.

A \$3,000 expenditure for example is not something to take lightly, but when looked at as a percentage of the projected income, it looks different. Less than ¼ of 1 percent of the budget going towards volunteer recognition has a different feel to it. When working with a million dollar plus budget we need to be diligent about always looking at expenditures from both sides for perspective.

Trails Coordinator:

VTMP Updates: The Stamford Ridge Riders trail grant is complete and turned out great, pictures can be found on VASA's Facebook page. They made it back to TCATV and finished their project as well as another quick one on their way by. The track truck is currently at WATV working on a project for both the VASA & VAST trail. After that, he will haul the equipment back to the office and start doing the seasonal maintenance.

Grant updates: The Wright Farm RTP project will be started in the spring for CATT & hopefully have permission to start the RTP projects in Lowell & Wheelock. He is planning to apply for an equipment grant through RTP this winter to fund the new trailer

Equipment updates: He has ordered the tracks for the small track truck and will be installing those when they are in. David's truck will need new tires to pass inspection, and will look to do that in the spring as his truck has been put away already. He is waiting on Town Fair tire to finish setting up a wholesale account for us to order them. He plans on tearing down the Hitachi excavator this winter as well so that he can have A&L machining rebuild the boom.

Office updates: The fall protection fence has been installed. The privacy fence outback has been stained on our side and will have to wait until spring to get the other side finished. The shed has been sided and some stone veneer will be installed soon. He is purchasing a roll up style door for that this winter. Thank you to everyone that helped get these tasks finished at the office

He has not many clubs reach out about trail work for the 2024 season. He has a big list of things already lined up for 2024, so if you're not on the list you need to get your paperwork in soon or will have to wait until 2025.

Executive Directors report:

In October, he began looking at grants related to flood recovery from the events that occurred in July. We ran into an issue with qualifications for the VOREC recovery money (applications due 12/15/2023). After several concerns were highlighted, he met with Cindy Locke (VAST) & Frank Stanley at the Governor's office to discuss the concerns raised. The conversation centered around the requirement for 10 to 25 year landowner permission / land easements to do any work. They had an hour long conversation that concluded with a direct ask to the Governor's office for funding. No reply back has been received yet. The state put out an "electrify your fleet" Grant and we will attempt to get an electric ATV through that process.

The plan is to continue to meet regularly with Frank to discuss items of importance with legislative actions.

Another opportunity coming up is to work with the Agency of Natural Resources. We are scheduling a meeting with ANR to discuss federal funding to support the flood recovery. We are working hard to find any funding to assist Ethan & David with all the work they have done and will need to do in the future to clean up from the floods.

The office team is looking over the previous season as most trails have been closed for the season. They will be phishing again to make sure clubs get all their information into the office for work requests on trail networks for 2024. There will also be conversations coming up to get help with Yamaha safety grant. The money should be arriving to the office shortly and we will work with Jess to make sure the grant is fulfilled. We will send out all the info to clubs when it becomes available.

The game warden report was received & the average has gone up from 20% (ticket to warning) to 40% with most tickets in reference to the helmet piece. There was an assist in an 'attempt to elude' around an ATV crash.

Tommy expressed his concern that Chris & Tommy currently do not have access to union bank credit card accounts.

Bill Huff makes a motion to add them to the accounts, seconded by Tom Nazzewski, all in favor, none opposed, motion carries.

Finance & Policy Committee updates:

The committee is up & running with the following members; Gordon Prie, Bill Huff and Judy MacCormack.

Phase 1 is to look at all existing policies and add any new ones as necessary.

The committee has been purposely kept small so that they can start the process and move as quickly as possible to get policies up to date.

They still want everyone to be involved & have an input in the process by bringing the suggested edits to the BOD for approval. It is important that all members and representatives give their input. If anyone feels we should have any additional policies that do not exist, they will work on them also.

So, if you are not on the committee, you will have a chance to discuss and make changes until all feel satisfied with the policy.

All work will start with the committee. They will look at each policy, make changes as needed. Once they feel it is in good form, they will approve as is. It will then move to E-board for edits, suggestions and as is approval. Once approved by E-board, the work will be included in the BOD packets to be discussed at the monthly meeting. Even though they have been approved by the finance committee & E-board, no approval will be considered final until all have had a chance to weigh in & give the final approval.

It is encouraged that all participate in discussion throughout this process.

The BOD attendance Policy is the first policy looked at and edits / corrections have been suggested.

Bill Huff makes a motion to make the necessary corrections as presented, seconded by Scott Jenness, all in favor, none opposed, motion carries.

Chris Putney report:

We have a stockpile of maps, what are we going to do with them?

Couple of thoughts:

-send them out until they are gone

-send them out as requested with a sticker that states that "info may be outdated, check Polaris Ride Command for updates"

-put the sticker on them & bring them to the shows we are planning to attend.
Motion made by Bill Huff to hand them out to the clubs first at the December BOD meeting & then bring the leftovers to the trade shows, seconded by Gordon Prie, all in favor, none opposed, motion carries.

Volunteer T-shirt program:

Jim presents the potential costs that are involved in the potential volunteer recognition program. Judy expresses that we do away with the T-shirt part of it and just do the stickers at this time to reduce costs.

Ethan reminds us that we still have lots of stuff from 25th anniversary items that we could potentially give a goodie bag to volunteers.

Chris mentions that our current budget is running at a negative \$90,000 and they will be looking at every line item on the budget to determine how much we will be negative at the end of the year, something to think about when discussing future expenses.

Motion made by Scott Jenness to put a hold on spending any money on the Volunteer T-shirt program at this time, seconded by Lloyd MacCormack, all in favor, none opposed, motion carries.

It was also decided to leave the volunteer TAD's at the club level. Clubs can decide if they want to reimburse a volunteer for their TAD expense from their Club money.

New Business:

-Lloyd Church- SVTR & VOC clubs are raffling a \$500 walmart gift card

-Ian McKenzie - Cascadnac is having a raffle too!

-Tri county gave a huge shout out to Ethan & David for all the work they have done on their trails.

-People's choice awards given to the clubs:

-Best trail signage= Borderline Ridge Riders

-Best maintained trails = Borderline Ridge Riders

-Best wildlife viewing area = Northeast Kingdom Wheelers

-Best trailheads = Northeast Kingdom Wheelers

-Best scenic overlook = Northeast Kingdom Wheelers

-Best off road wooded trails = Northeast Kingdom Wheelers

-Lloyd and Judy MacCormack will not be at the December meeting & will not be getting the food.

Steve Mosher made a motion to adjourn, seconded by Gordon Prie, all in favor, meeting adjourned at 7:02 pm.