



Executive Finance Committee Meeting

March 20, 2024, at 7:00 pm

Location: Virtual Only

DRAFT MINUTES

7:00pm- Call to Order: Jeff Tilton called the meeting to order and took roll call.

Committee Members Attending

(V=Present and Voting, P=Present, A=Absent)

P/V	Representative
V	Jeff Tilton, Chair
V	Andrew Ross, Vice Chair
V	Jane Campbell
V	Stephen Friedman
V	Randy Tomlin
V	Paul Warden
A	Michael Rooney
P	Lisa Birmingham, Exec. Dir. (ex officio)
P	Mark Schilling, Treasurer (ex officio)

Other Lamoille FiberNet attendees: Fabian Bourgeois

Public/Guests: none

7:00pm- Agenda Changes: none

7:01pm- Public Comment: none

7:02pm Approval of Prior Minutes: Paul moved to approve the February 15th, 2024 meeting of the Executive and Finance Committee. Randy seconded. Motion passed unanimously.

7:04pm- Financial Update and Preliminary Treasury Report: Mark Schilling provided an overview of Treasurer's report. He added that there are small adjustments still needed before finalizing the 2023 financial report and that the initial 20% payment to CCI has been wire transferred. He and Lisa are meeting with Nicole weekly, and those meetings have been productive. A few small errors on the Treasurer's Report will be rectified before circulating to the Governing Board.

Lisa has reached out to Scott Johnson's recommended candidate to fill the treasurer's position when Mark steps down. She has not heard back yet. The Treasurer's position description is finalized and will be posted on the website as well as FPF.

Our new Accountant, Susan S., will be full time at LCPC starting April 1st. She will be working with our organization exclusively one day a week. The audit for 2023 will be started once she is up to speed.

Jane moved to authorize Mark to engage Batchelder Associates to start the 2023 audit no later than Aug 1. Stephen seconded. Motion carried.

Reallocation of some Wolcott and Elmore addresses has been executed with NEK and approved by VCBB. Adjusted address list and grant amendments can be expected in Q2.

7:41pm- Marketing Committee Update: Jane provided a brief committee update and highlighted the next several media communications that are planned to be posted. The MCC will be collecting community questions from the board members for CCI to answer for may 1st Q&A article.

745pm- Sustainability Task Force Update: Stephen moved to enter into executive session, citing specific findings related to build and partnership strategies the premature public disclosure of would place the CUD or it's partner(s) in a strategic disadvantage. Jane second. Motion passed unanimously.

845pm- Public Meeting Resumed: As a result of executive session, Randy moved to recommend that the proposed 2024 budget adjustments be reviewed and adopted by the Governing Board. Paul seconded. Motion passed unanimously.

8:53pm- Other Business: Paul thanked Sustainability Task Force for their hard work.

8:55pm- Adjourn: Randy moved to adjourn. Andy seconded. Motion carried.

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