

State of Vermont
State Natural Resources Conservation Council
PO Box 231
Waitsfield, VT 05673
vacd.org/nrcc

DRAFT - Finance Committee Meeting Minutes May 21, 2025 – 8:30 am

Zoom:

<https://us02web.zoom.us/j/87661939646?pwd=VXpMYkRJSUtGYjRuTFJTa041bWMyUT09>

Agenda

1. Welcome (Rick)
2. Review and approve April meeting minutes (Rick)
3. FY24 Financials, Final (Clare)
4. FY25 Financials, Quarterly (Clare)
5. Draft FY26 Budget (Clare) - Tentative
6. Grant Proposals, Approvals, and Updates
 - VAWQP Regional Coordination– Performance Notice Approval ((Alli and Clare)
 - Enhancement Design & Implementation Block Grant – Project Approvals, as needed (Lina)
 - Other grants updates, as needed
7. Admin Updates (Clare and Julia)
8. Impact of Executive Orders and Changes to Federal Funding (Clare)
9. Legislative Update (Clare)
10. Other business, as required

Attendance

Voting Members: Rick Hopkins, Richard Noel, and Bill Manner, Kate Willard

Other attendees (non-voting):

Michelle Monroe, VACD Executive

Clare Ireland, Administrator

Jessica Miller, Grants & Finance Manager

Julia King, Communications Manager

Lina Smith, Grants & Finance Manager

Kate left the meeting at 9:18 am.

Rick left the meeting at 9:45 am

Welcome

Rick welcomed everyone and called the meeting to order at 8:33 a.m.



Approve Minutes of April Meeting

Bill made the motion, seconded by Richard to approve the minutes of April 23, 2025. Upon a call for a vote, all voted in favor.

FY24 Financials, Final (Clare)

Clare reported:

- at the close of FY 24 revenue was 61% of budgeted amounts and expenses were at 64% of budgeted amounts.
- Forfeited some money on Project Development and Design & Implementation grants that were not fully spent for various reasons.

There was a discussion on how to treat grant balances as reported on the balance sheet.

Richard made the motion, seconded by Bill to establish a reserve or rainy-day fund using these retained earnings. Upon a call for a vote all were in favor.

Richard made the motion, seconded by Bill to approve the FY24 financials ending June 30, 2024 as presented. Upon a call for a vote, all were in favor.

FY25 Financials, Quarterly (Clare) – not available

Draft FY26 Budget (Clare) – Tentative – not available

Grant Proposals, Approvals, and Updates

VAWQP Regional Coordination– Performance Notice Approval ((Michelle and Clare)

The board reviewed letters in response to performance challenges encountered with Bennington and White River districts. Kate felt the letter is harsh and might be counterproductive suggesting a gentler tone.

Richard made the motion, seconded by Bill to approve corrective action be taken with White River and Bennington Districts and that the NRCC administrator is authorized to work with the committee to move that forward. Upon a call for a vote, all were in favor.

Other grants updates





Clare discussed Core Services strategy for the new year. \$250,000 in one time funding is expected from the legislature and two spending strategies have been discussed:

- Council would retain money to hire a CPA for friendly audits, or
- dividing the money equally among districts.

Michelle noted there was good support in the legislature for the districts and given the budgeting challenges, was happy to see this increase in funding.

Admin Updates (Clare and Julia)

- Still working on Office space with ANR. Currently paused.
- Working to have the Website go live by mid-summer.
- Pursuing getting .gov emails, \$250.00/year per user includes a general inbox & access to Microsoft 365
- Looking into possible getting Teams phone number
- Received new letterhead

Impact of Executive Orders and Changes to Federal Funding-Clare

- Federal funding is flowing right now.
- AmeriCorps programs were terminated by executive action. DEC has agreed to take their members on as temporary employees. Katie is continuing for now.

Other Business

Meeting adjourned at 9:49 a.m.

The next finance committee is scheduled for June 18, 2025 at 8:30 am.

