



NVDA
*Northeastern Vermont
Development Association*

EXECUTIVE COMMITTEE MEETING

Conference Call

**January 28, 2021
6:00 PM**

MINUTES

Those attending:

Committee:

Paul Brouha
Joel Cope
Laura Dolgin
Martha Feltus
Paul Monette
Thomas Robinson
Grant Spates
Gina Vigneault

Staff:

Judy Butson
Tina Gonyaw
Annie McLean
David Snedeker

Guests:

The Meeting (via Conference Call) was called to order by President Martha Feltus at 6:00 PM

Update Agenda

None

Minutes

A motion to accept the minutes of the November 19, 2020 meeting as presented was made by Thomas Robinson and seconded by Laura Dolgin. The motion was approved on a voice vote.

Financials

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The regional planning and development commission serving The Northeast Kingdom: Caledonia, Essex and Orleans Counties
NVDA is an Equal Opportunity lender, provider and employer

The December 2020 Unaudited Financial Statements were discussed and a motion to approve them subject to audit was made Thomas Robinson and seconded by Laura Dolgin. The motion was approved on a voice vote. Judy answered questions concerning salaries and the “due to others” category.

Authorize application to USDA RBDG program for business technical assistance

David Snedeker explained the proposed application that would consist of providing businesses professional technical assistance on a cost-sharing basis to help them continue with their recovery and/or growth. The term of the grant program would be 1 year.

A motion to authorize NVDA’s application to USDA RBDG program for business technical assistance was made by Laura Dolgin and seconded by Joel Cope. The motion was approved on a voice vote.

Appointment to the Revolving Loan Fund Committee

Judy Butson advised that the Revolving Loan Fund committee members Hope Colburn - Orleans County and John Morley - Orleans County terms will expire at the end of January 2021. The remaining members of the committee are Tom Robinson, Joel Cope, and William Davies whose terms will expire in 2022.

A motion to re-appoint Hope Colburn and John Morley to the Revolving Loan Fund Committee members for 2-year terms was made by Gina Vigneault and seconded by Laura Dolgin. The motion was approved on a voice vote.

Appointment to the Finance Committee

NVDA has a vacant seat on our Finance Committee. Jen Surat was the representative for Caledonia County, but she is no longer on the Board. The Committee normally meets a few times a year for reviewing annual budget and audit reports. The other members are: John Morley (Orleans); Joel Cope (Essex); and Tom Robinson (Sec./Treas.). Mark Whitworth (Caledonia) has agreed to serve on the Committee.

A motion appoint Mark Whitworth to the Finance Committee was made by Paul Brouha and seconded by Joel Cope. The motion was approved on a voice vote.

NEK on the VEPC Board - vacant seat

The Vermont Economic Progress Council is attached to the department of economic development for administrative support, serves as an approval and authorization body for the Vermont Employment Growth Incentive program and the Tax Increment Financing district program. The Council meets monthly with David as the current representative for NVDA. Because NVDA is both an RPC and RDC, there is one vacant seat for NVDA if someone is interested. David will contact board members who may be interested in serving.

New Employee Introduction

Annie McLean – Community & Economic Recovery Specialist

Annie was hired through funding from the EDA Cares Act. She will be assisting Towns and Businesses with their path to recovery caused by the COVID pandemic.

Other Business

None

With no other business before the committee, a motion was made by Joel Cope and seconded by Laura Dolgin to adjourn the meeting, carried unanimously. The meeting was adjourned at 6:20 PM.