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Wrightsville Beach Recreation District Board of Directors Meeting Minutes

Draft

February 19, 2018

**Representatives**

Montpelier – Jon Copans (present)

Montpelier - Jessica Chaves (absent)

Middlesex – Jane Dudley (present)

Worcester – Carl Witke (absent)

East Montpelier – Kim Kendall (present)

CVRPC Staff – Daniel Currier (present)

Other: Collin O’Neil – Manager (present)

The meeting was called to order at 5:15 pm.

1. Public Comment

No members of the public were present, and no public comments were made.

1. Adjustments to Agenda

We do not need to discuss #5 in the agenda (National Outdoor Recreation Conference) because that item has already been budgeted for.

1. Review and Approval of the January Minutes\*\*

Jon Copans made the motion to approve the November minutes. Kim Kendall seconded the motion. The motion was carried.

1. Review of Internal Controls

Collin wrote up his procedures. The Internal Control Sub-committee (Jon, Collin and Kim) will meet March 5th and March 19th (if needed) to review Collin’s write-up and examine VLCT policies. Our next board meeting will be April 9th, and we will approve a draft of the financial policies.

1. National Outdoor Recreation Conference Attendance and Registration

This agenda item was deleted since the registration fee for this conference was already approved in the budget.

1. Discussion on Long-term Planning and Establishing Board Goals

Collin drafted an outline for a Five-Year Strategic Plan and presented it to the Board. The Board had a long discussion about trails at Wrightsville and connections to regional trails. The Board also discussed the idea of collaborating with trail organizations over the long term to promote trail development in the greater Montpelier region.

The Board also discussed the idea of adopting a long-term strategic plan and Board goals for the year. Collin will prioritize the items in his outline, and we will continue this discussion at the next meeting.

1. Discussion on Defining Roles of CVRPC, the Board and the Manager

The Board plans to review the document that Collin drafted on roles. The Board will pick up this item at the next meeting.

1. Adjournment

The meeting adjourned by consensus at 7:00.

\*\* Denotes Possible Action Items

Respectfully submitted by Kim Kendall