



RUTLAND REGIONAL PLANNING COMMISSION

RRPC EXECUTIVE FINANCE COMMITTEE

MONDAY, DECEMBER 11, 2023, 5:00 PM

MEETING MINUTES

LOCATION

[Teams Meeting](#), Call in: 1-802-440-1368, Meeting ID: 382 346 158#

In-Person: The Opera House, 67 Merchants Row, Rutland, VT 05701

ATTENDANCE

Committee: Erika Berner, Andy Solomon (Virtual), Robert Gibbs, Fred Nicholson, Laura Black (Virtual), and Larry Courcelle

Other: Mary Kay Skaza

CALL TO ORDER

The meeting was called to order by Chair Berner at 5:02 PM.

APPROVAL OF DECEMBER 11TH AGENDA

Motion by Courcelle to approve the December 11th agenda. Second by Nicholson. Approved by voice vote.

APPROVAL OF NOVEMBER 13TH MINUTES

Motion by Nicholson to approve the November 13th minutes. Second by Gibbs. Approved by voice vote.

OPEN TO PUBLIC

None present.

REGIONAL PLAN COMMITTEE

Skaza shared Neary's update that a schedule for the Commissioners will be provided at the December Board meeting to encourage participation at upcoming events.

BOARD OF COMMISSIONERS AGENDA

- A. Committee Meetings: There will be no committee meetings.
- B. Meeting Time and Holiday Gathering: The Board Meeting will begin at 6:00 p.m. to allow more time for the holiday gathering following the meeting. The committee requested that Devon e-mail an itinerary and details of the evening to the full board.
- C. October 2023 Financials: Skaza reported on the October 2023 Financials and highlighted the budget to actual variances on the P&L as well as reviewed the Balance Sheet and Accounts Receivable.
- D. FY23 Audit: The committee reviewed the FY23 Draft Audit. Skaza will request minor changes discussed at the meeting. **Motion by Nicholson to recommend forwarding to**



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the full board for approval with proposed changes. Second by Gibbs. Approved by voice vote.

EXECUTIVE DIRECTORS REPORT

- A. New Planner: Skaza shared Neary's report that the Economic Workforce Development Planner position had been filled and the new planner starts on Monday, December 18th. Skaza asked the Committee to reach out if they learn of any available housing options for the new planner.

MEMBER UPDATES

Committee members shared updates from their Towns.

ADJOURN

Adjourned at 5:58 PM

Respectively submitted by Mary Kay Skaza