



# RUTLAND REGIONAL PLANNING COMMISSION

## RRPC EXECUTIVE FINANCE COMMITTEE

MONDAY, JUNE 10, 2024, 5:00 PM

### MEETING DETAILS

#### LOCATION

Virtual: [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, Bob Gibbs, Laura Black, and Larry Courcelle

Other: Devon Neary and Mary Kay Skaza

### MEETING MINUTES

#### CALL TO ORDER

The meeting was called to order by Chair Berner at 5:04 PM.

#### APPROVAL OF JUNE 10<sup>TH</sup> AGENDA

Motion by Courcelle to approve the June 10<sup>th</sup> Agenda. Second by Gibbs. Approved by voice vote.

#### APPROVAL OF MAY 13<sup>TH</sup> MINUTES

Motion by Gibbs to approve the May 13<sup>th</sup> Minutes. Second by Courcelle. Approved by voice vote.

#### OPEN TO PUBLIC

None present.

#### APRIL 2024 FINANCIALS

Mary Kay Skaza provided the April 2024 financials. For informational purposes only.

#### EXECUTIVE DIRECTORS REPORT

Devon was voted to be the next Chair of Vermont Association and Planning and Development Agencies (VAPDA). This will be a substantial lift but also allow the RRPC to have a prominent voice in statewide planning and development funding, initiatives, and policies.

The RRPC move to 16 Evelyn Street is going well. Karen Hill has been working hard to line up our vendors to ensure a smooth transition with limited interruptions. The physical move is planned for June 20/21. The full staff will be in the new office by the 26<sup>th</sup>.

The RRPC Open Meeting Law Training on June 26<sup>th</sup> will be held at 16 Evelyn Street. There are currently more than 60 people registered for the event.



# RUTLAND REGIONAL PLANNING COMMISSION

## JUNE BOARD OF COMMISSIONERS AGENDA

The Executive Committee reviewed the FY25 Nominating Committee, FY25 Work Plan, FY25 Budget, FY25 Employee Benefits, and updates to the RRPC Bylaws and Employee Handbook. Skaza and Neary provided an overview of the various elements and answered questions from the Committee. **Motion by Black to direct the Executive Director to investigate paternity/maternity paid leave benefits and provide a recommendation to the Executive Committee in September. Second by Gibbs. Approved by voice vote.**

**Motion by Black to recommend to the full board approval of the FY25 Budget and Work Plan and the proposed updates to the RRPC Bylaws and Employee Handbook. Second by Courcelle. Approved by voice vote.**

## EXECUTIVE SESSION

Motion by Berner to enter into executive session after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage due to labor relations agreements with employees. Second by Gibbs. The Executive Finance Committee entered into executive session at 7:10PM and left the executive session at 7:41PM.

## ADJOURN

Adjourned at 7:42PM.

*Respectively submitted by Devon Neary*