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**Northwest Communications Union District
Executive Committee Regular Meeting
March 26, 2025 at 10:00am
Hybrid Meeting**

Attendance

Mary Kay Raymond (Ops PM), Chasidy Benjamin (Admin, Clerk), Zachary Burdick (Georgia, Chair), Matthew Stebbins (Sheldon, Member at Large), Stu McGowan (Alburgh, Member at Large), Denise Sullivan (Treasurer)

Call to Order, Roll Call, Adjustments to Agenda

Chair Z. Burdick called the meeting to order at 10:07am, a roll call was conducted, and a quorum was present to conduct business.

D. Sullivan asked to add Financial Review to the agenda to report on February financials.

Public Comment

Stan Fedynyshyn from Netceed stated that he is working with several CUDs and service providers and would like to be involved with NWFX as they provide hardware used by contractors.

Approval of Minutes 03/12/25

Z. Burdick motioned to approve 03/12/25 minutes. S. McGowan seconded. Motion carried.

Financial Review (Executive Session)

D. Sullivan stated that we are able to meet our obligations when due and our construction plan is moving forward. D. Sullivan stated we are seeking a motion to go into Executive Session under the provisions of 1 VSA §313 with consultants, staff and executive committee members to discuss financial updates finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.

S. McGowan motioned to enter Executive Session. M. Stebbins seconded. Motion carried.

Z. Burdick reported that the group had a discussion regarding Financial Review details but noted that no action was taken in Executive Session other than to end Executive Session.

Banking (Action Needed)

D. Sullivan updated the committee that we have met with the top people at Key Bank and they are very excited to have us as a customer and support us.

Z. Burdick confirmed that with our current banking, the Chair and Admin can open and close accounts and the authorized signers on the accounts are Admin and Treasurer. His recommendation would be to move forward with that current structure with Key Bank as well. He also recommended that we should have it on record that if payment is being issued to an authorized signer, the other authorized signer must pay the payment upon the Chair's approval.

Z. Burdick motioned to have the Chair and Admin be able to open and close the accounts and Admin and Treasurer be authorized signers on the Key Bank accounts. S. McGowan seconded. Motion carried.

48 **Operational Update (Executive Session)**

49 M.K. Raymond stated that we are meeting our timelines to move forward and stated we are seeking
50 a motion to go into Executive Session under the provisions of 1 VSA §313 with consultants, staff and
51 executive committee members to discuss operational updates finding that premature disclosure
52 could substantially disadvantage the CUD if it were to be made public at this time.

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54 *Z. Burdick motioned to enter Executive Session. S. McGowan seconded. Motion carried.*

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56 Z. Burdick reported that the group had a discussion regarding Operational Update details but noted
57 that no action was taken in Executive Session other than to end Executive Session.

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59 **Other Business**

60 None.

61

62 **Adjourn**

63 *Z. Burdick motioned to adjourn. S. McGowan seconded. Motion carried.*

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65 Meeting adjourned at 10:44am.