

1 Northwest Vermont Communications Union District
2 Executive Committee Regular Meeting
3 April 8, 2026 at 10:00am
4 Hybrid Meeting
5

6 **Attendance**

7 Chasidy Benjamin (Admin, Clerk), Zachary Burdick (Chair, Georgia), Cheryl Dunn (Alburgh Village,
8 Member at Large), Matthew Stebbins (Sheldon, Member at Large), Mark Stephens (Alburgh,
9 Member at Large), Ellie de Villiers (Consultant)

10
11 **Call to Order, Roll Call, Adjustments to Agenda**

12 Chair Z. Burdick called the meeting to order at 10:04am, a roll call was conducted, and a quorum
13 was present to conduct business.

14
15 **Public Comment**

16 No members of the public present, therefore no public comment.
17

18 **Approval of Minutes 03/25/26**

19 *Z. Burdick motioned to approve 03/25/26 minutes. C. Dunn seconded. Motion carried.*
20

21 **Purchasing Policy**

22 C. Benjamin noted that she had distributed the proposed purchasing policy draft that she and
23 Denise prepared and requested that the Executive Committee review it and provide
24 recommendations before it is presented to the Governing Board for approval next week.
25

26 The Executive Committee agreed they would review the policy and send back any suggestions.
27

28 **Financial Review**

29 Z. Burdick noted that, in Denise's absence, he could confirm that the organization is able to meet
30 its obligations as they come due and that the construction plan continues to move forward. He also
31 stated that the first-quarter financials will be ready for next week's Board meeting.
32

33 **Operational Update (Executive Session)**

34 *Z. Burdick motioned enter Executive Session under the provisions of 1 VSA §313 with consultants,
35 staff, and executive committee members to discuss operational updates finding that premature
36 disclosure could substantially disadvantage the CUD if it were to be made public at this time. C.
37 Dunn seconded. Motion carried.*

38 *C. Dunn motioned to exit Executive Session. Z. Burdick seconded. Motion carried.*
39

40 Z. Burdick reported that the group had a discussion regarding Operational Update details but noted
41 that no action was taken in Executive Session other than to end Executive Session.
42

43 **Other Business**

44 Z. Burdick provided a reminder about the upcoming annual organizational meeting in May, during
45 which the yearly elections will be held for the positions of Chair, Vice Chair, Treasurer, and Clerk.
46

47 **Adjourn**

48 *Z. Burdick motioned to adjourn. C. Dunn seconded. Motion carried.*

49

50 Meeting adjourned at 10:33am.