

1 Northwest Vermont Communications Union District
2 Governing Board Regular Meeting
3 October 17, 2024 at 6:00pm-Meeting Minutes
4 Virtual Meeting
5

6 **Attendance**

7 See Attached.
8

9 **Call to Order and Adjustments of the Agenda**

10 Chair Z. Burdick called the meeting to order at 6:00 p.m. followed by roll call. A quorum was
11 present to conduct business. No adjustments to the agenda.
12

13 **Public Comment**

14 Sean Kio was present, however no public comment.
15

16 **Approval of Minutes 07/25/2024**

17 *Z. Burdick motioned to approve 07/25/2024 minutes. S. McGowan seconded. Motion carried.*
18

19 **Personnel (executive session)**

20 *Z. Burdick motioned to enter Executive Session including NWFx Staff and contractor to review*
21 *further Personnel details whereas premature general public knowledge regarding the related*
22 *Personnel details would clearly place the public body, or a person involved at a substantial*
23 *disadvantage. C. Ainsworth seconded. Motion carried.*
24

25 Z. Burdick reported that the group had a discussion regarding Personnel details but noted that no
26 action was taken in Executive Session other than to end Executive Session.
27

28 **Appointment of Treasurer (action needed)**

29 *Z. Burdick motioned to appoint Denise Sullivan as NWFx Treasurer. S. McGowan seconded. A roll*
30 *call vote was called for, all in favor, none opposed. Motion carried.*
31

32 Z. Burdick welcomed Denise.
33

34 **Treasurer's Report**

35 D. Sullivan stated that NWFx is able to meet our financial obligations as they come due, there are
36 no cash shortages and operations are continuing.
37

38 *D. Sullivan motioned to enter Executive Session including NWFx Staff and contractor to review*
39 *further detailed financial information whereas premature general public knowledge regarding the*
40 *related detailed financial information would clearly place the public body, or a person involved at a*
41 *substantial disadvantage. Z. Burdick seconded. Motion carried.*
42

43 Z. Burdick reported that no action was taken in Executive Session other than to end Executive
44 Session.
45

46 *Z. Burdick motioned to accept the Treasurer's Report. B. Churchill seconded. Motion carried.*
47

48 **Budget Discussion (action needed)**

1 D. Sullivan explained the proposed 2025 budget via shared screen.

2
3 *Z. Burdick motioned to approve the budget and distribute it to towns. B. Churchill seconded.*
4 *Motion carried.*

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6 Z. Burdick reminded the board that the budget public hearing is scheduled for November 7th and
7 the board will meet again to formally adopt the budget on November 14th

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9 **Operational Update (executive session)**

10 *Z. Burdick motioned to enter Executive Session including NWFx Staff and contractor to review*
11 *further Operational Update details whereas premature general public knowledge regarding the*
12 *related Operational Update details would clearly place the public body, or a person involved at a*
13 *substantial disadvantage. M. Stebbins seconded. Motion carried.*

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

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18 **Other Business**

19 None.

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21 **Adjourn**

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

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24 Meeting adjourned 6:53pm.
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**Northwest Communications Union District
Governing Board Meeting Attendance
October 17, 2024**

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- 5 Alburgh Town –Ken Millman, Stu McGowan, Mark Stephens
- 6 Alburgh Village – Cheryl Dunn
- 7 Bakersfield –Heather Jewett, Brenda Churchill
- 8 Berkshire –Emily Grims
- 9 Enosburg Falls Village – Absent
- 10 Enosburgh Town – Absent
- 11 Fairfax – Scott Mitchell
- 12 Fairfield – Cathy Ainsworth, Vice Chair
- 13 Franklin – Amy Adams
- 14 Georgia – Zachary Burdick, Chair
- 15 Grand Isle – Absent
- 16 Highgate – Robyn Klein
- 17 Isle La Motte – Vacant
- 18 Milton – Erik Breiland, Amy Crawford
- 19 Montgomery – Absent
- 20 North Hero – Vacant
- 21 Richford – Vacant
- 22 Sheldon – Matthew Stebbins
- 23 South Hero – George Rice
- 24 St. Albans Town – Robert Warner
- 25 Swanton Town – Vacant
- 26 Swanton Village – Lawrence King
- 27 Staff – Mary Kay Raymond, Chasidy Benjamin, Denise Sullivan