

**Board of Trustees – Special Meeting
13 March 2024
Via Teams video / phone
1000 hours**

Present:

COL Gary De Gasta, President
COL Peter Fagan, Vice President
Michael Klopchin, Secretary
Kent Butterfield
CPT Brenda Cruickshank

Lawrence Cupoli
Charly Dickerson
BMCS Michael diMonda
LTC David Fabricius
Robert Hooper

Melissa Hurt
Dr. Jacqueline Kelly
Joyce Scribner
Rev. Richard Setzer
Cathy Tester

Excused: SFC Clark Adams, PA-C
Sandra Pinsonault

Jennifer Carmichael
Joseph Chip Troiano

Robert E. Burke, Director, Vermont Office
of Veterans Affairs

Guests: Melissa Jackson, CEO

Asa Whitcomb, COO

Robyn Boland, Executive Assistant

A Teams video/phone meeting was called to order by President De Gasta at 1004.
Roll call was taken by Secretary Klopchin and a quorum was announced.

TOPIC	DISCUSSION	ACTION
PRESIDENT WELCOME	President De Gasta announced this Special Meeting was called to discuss a personnel matter in Executive Session.	INFO
TOPIC	DISCUSSION	ACTION
EXECUTIVE SESSION	<p>A motion was made by Mr. Cupoli to enter into Executive Session to discuss a personnel matter. The motion was seconded by CPT Cruickshank. No discussion. The motion carried unanimously and the Board entered Executive Session at 1008. Attendees during the Executive Session included the Board members and invitees CEO Melissa Jackson and COO Asa Whitcomb.</p> <p>A motion was made to exit the Executive Session by Dr. Kelly, second by Ms. Tester. The motion carried with none opposed and the Board returned to its open meeting at 1106.</p>	CLOSED

TOPIC	DISCUSSION	ACTION
<p>ADJOURNMENT</p>	<p>COL Fagan made a motion to approve the COO’s proposal regarding the employee discussed during Executive Session on March 13, 2024. Second by Ms. Tester. Roll call vote: Yes - Kent Butterfield, CPT Brenda Cruickshank, Lawrence Cupoli, COL Gary De Gasta, Charly Dickerson, BMCS Michael diMonda, LTC David Fabricius, COL Peter Fagan, Robert Hooper, Melissa Hurt, Dr. Jacqueline Kelly, Michael Klopchin, Joyce Scribner, Rev. Richard Setzer and Cathy Tester. All present voted yes, there were no nays. Motion carried unanimously.</p>	<p>CLOSED</p>
	<p>A motion to adjourn the meeting was made by Mr. Cupoli, second by Mr. diMonda. No discussion. Motion carried unanimously and meeting adjourned at 1112.</p>	<p>CLOSED</p>

Meeting was adjourned at 1112. Next Board Meeting 10 April