

**SUBJECT
TO
APPROVAL**

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**Board of Trustees – Special Meeting
14 October 2022
Zoom Meeting via video / phone
0930 hours**

Present:

Colonel Gary DeGasta, Vice President
Michael Klopchin, Secretary
Kent Butterfield

Tom Costello
Charly Dickerson
BMCS Michael diMonda

Robert Hooper
Dr. Jacqueline Kelly
Joyce Scribner

Excused: Jennifer Carmichael
CAPT Peter Niles

CPT Brenda Cruickshank
Jamie Percey

LTC David Fabricius
Robert E. Burke, Director, Vermont Office
of Veterans Affairs

Guest: Melissa Jackson, CEO
Steve McClafferty, Finance Director

Asa Morin, COO
Robyn Boland, Executive Assistant

Representative Mary Morrissey

A Zoom video/phone meeting was called to order by Vice President DeGasta at 0930.
Roll call was taken by Secretary Klopchin and a quorum was announced.

TOPIC	DISCUSSION	ACTION
<p style="text-align: center;">VICE PRESIDENT WELCOME</p>	<p>Vice President DeGasta opened the meeting with a brief statement regarding the recent resignation of past President Joseph Krawczyk. In the absence of the President and as is the capacity of his role as Vice President, COL DeGasta stated that he will serve as the acting President for this meeting. COL DeGasta further stated that he spoke with Joseph Krawczyk earlier this week. Joe has begun his treatment at SVMC in consultation with the Dartmouth Cancer Center and thanked everyone for their prayers, interest, and concerns. Due to his treatment regime, he had to decline the Board’s invitation to join us for the Tuesday evening Trustee dinner at Lake Morey. Joe is a “fighter” and committed to address his “health issues”.</p>	<p style="text-align: center;">INFO</p>
<p style="text-align: center;">TURKEYS FOR STAFF APPRECIATION</p>	<p>The primary reason for calling this Special Meeting is due to an impending deadline to order the turkeys for staff appreciation to be given out for Thanksgiving and also for the transfer of funds for said turkeys and funds for the annual Education and Training taking place October 25-26, 2022. The Secretary to the Board provided the pricing and availability for the turkeys.</p>	<p style="text-align: center;">CLOSED</p>

<p style="text-align: center;">TRANSFER OF FUNDS</p>	<p>Mr. Dickerson made a motion to authorize the expenditure of up to \$10,000.00 for the purchase of the turkeys for the staff. The motion was seconded by Mr. Hooper. COL DeGasta reported that next year the plan is to poll the staff in advance in order to get a more solid number and may offer the choice of either a ham or turkey. No further discussion. Roll Call vote was requested by COL DeGasta. There were 9 yes votes for the motion (unanimous): Kent Butterfield, Tom Costello, Gary DeGasta, Charly Dickerson, Michael diMonda, Robert Hooper, Jacqueline Kelly, Michael Klopchin, Joyce Scribner. There were five Trustees absent: Jennifer Carmichael, Brenda Cruickshank, David Fabricius, Peter Niles, Jamie Percey. Motion carried.</p> <p>Vice President DeGasta explained the other purpose for this Special Meeting is in regard to the transfer of funds to cover the funds for the purchase of the turkeys and for the upcoming Education and Training. Mr. Dickerson made a motion to authorize Steven McClafferty, Finance Director, to administer the Board expenditures of \$15,000.00 for the Education and Training and \$10,000.00 for the turkeys, as Steve sees fit. Mrs. Scribner seconded the motion. No discussion. A Roll Call vote was requested by COL DeGasta. There were 8 yes votes for the motion: Kent Butterfield, Tom Costello, Gary DeGasta, Charly Dickerson, Robert Hooper, Jacqueline Kelly, Michael Klopchin, Joyce Scribner. There was one no vote: Michael diMonda. There were five Trustees absent: Jennifer Carmichael, Brenda Cruickshank, David Fabricius, Peter Niles, Jamie Percey. Motion carried.</p>	<p style="text-align: center;">CLOSED</p>
<p style="text-align: center;">TOPIC</p>	<p style="text-align: center;">DISCUSSION</p>	<p style="text-align: center;">ACTION</p>
<p style="text-align: center;">OTHER BUSINESS</p>	<p>Vice President DeGasta reported there are a few minor budget issues that will be brought up in the December Board meeting.</p> <p>Looking forward to a meaningful Education and Training and hopeful many can attend.</p> <p>Mr. Costello was thanked for his efforts in soliciting two potential members to the Board of Trustees. COL DeGasta then requested each Trustee to nominate at least one candidate they believe could be a strong contributor to the Board. Those names should be submitted to him prior to the December meeting. There was a brief discussion on the two new potential members.</p> <p>Representative Mary Morrissey commented on the two new potential members and that she has been in contact with the Governor’s office about this and they hope for a timely processing of the paperwork. COL DeGasta also thanked Representative Morrissey for her involvement with this and for her many other contributions and interventions to the Home and the Veterans Advisory Council.</p> <p>The CEO announced that on Monday she will be emailing directions on how to access their State of Vermont email. At the Education and Training, the CEO, COO and Executive Assistant will be available</p>	<p style="text-align: center;">INFO</p>

	to help in the process of setting up the Trustees with a state email, separate from their personal email. There is a Vermont Ethics Training that is required for all Trustees. Once the emails are set up, then will show how to access the training. The next step will be to set up the Teams page. Another benefit is that all the Board documents can be stored on the Board's Team page in one central location so Trustees can easily access them at any time.	
TOPIC	DISCUSSION	ACTION
ADJOURNMENT	A motion to adjourn the meeting was made by Mr. Hooper, second by Mrs. Scribner. Motion carried and meeting adjourned.	CLOSED

Meeting was adjourned at 0952. Education and Training 25-26 October. Next Board Meeting 14 December