

**Board of Trustees – Special Meeting
15 May 2024
Via Teams video / phone / in person
1000 hours**

Present:

COL Gary De Gasta, President
 COL Peter Fagan, Vice President (virtual)
 Michael Klopchin, Secretary (virtual)
 SFC Clark Adams, PA-C
 Kent Butterfield (virtual)
 Jennifer Carmichael
Excused: CPT Brenda Cruickshank

Lawrence Cupoli (virtual)
 Charly Dickerson
 BMCS Michael diMonda
 LTC David Fabricius (virtual)
 Robert Hooper (virtual)
 Melissa Hurt

Sandra Pinsonault (virtual)
 Joyce Scribner
 Rev. Richard Setzer
 Cathy Tester (virtual)
 Joseph Chip Troiano (virtual)

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 1000.
 Roll call was taken by the Executive Assistant 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	A motion was made by Mrs. Scribner to enter into Executive Session to discuss a personnel matter. The motion was seconded by Mr. Dickerson. No discussion. The motion carried unanimously and the Board entered Executive Session at 1004. Attendees during the Executive Session included the Board members and invitees CEO Melissa Jackson and COO Asa Whitcomb.	CLOSED
	A motion was made to exit the Executive Session by Mr. Dickerson, second by Mrs. Scribner. The motion carried with none opposed and the Board returned to its open meeting at 1024.	CLOSED

TOPIC	DISCUSSION	ACTION
<p>ADJOURNMENT</p>	<p>Mr. Dickerson made a motion to approve the CEO's and COO's proposal regarding the employee discussed during Executive Session on May 15, 2024. Second by Mrs. Scribner. No further discussion. Motion carried unanimously.</p>	<p>CLOSED</p>
	<p>A motion to adjourn the meeting was made by Mr. Cupoli, second by COL Fagan. No discussion. Motion carried unanimously and meeting adjourned at 1028.</p>	<p>CLOSED</p>

Meeting was adjourned at 1028. Next Board Meeting 12 June