

**TRORC
EXECUTIVE COMMITTEE**

**King Farm
Woodstock VT**

July 13, 2022

MEETING MINUTES

Attendance: Jerry Fredrickson, Chair; Bill Emmons, Vice Chair; Nancy Jones, Treasurer; David Brandau, Secretary; Bill Edgerton, Nancy Malmquist, Peter Gregory, Executive Director; Lori Kay, Finance Manager.

1. Call to Order/Changes to Agenda:

Chair Fredrickson convened the meeting at 3:01 p.m. A quorum was declared by the Chair. No changes were made to the agenda.

2. Public Comment:

No public comments were received.

3. Approval of the June 8, 2022 Minutes:

On a motion made by Jones and seconded by Brandau, the Minutes of June 8, 2022, were approved.

4. Acceptance of the unaudited June 2022 Financial Reports:

The unaudited June 2022 Financial Reports were unanimously accepted as presented on a motion made by Jones and seconded by Brandau.

Gregory explained that the June 2022 Balance Sheet will continue to change up until the end of the annual audit as TRORC continues to close out FY22.

5. Strategic Plan Implementation:

Fredrickson suggested that the Executive Committee focus on implementing the Strategic Plan by selecting one priority to be discussed at each successive Executive Committee meeting. Gregory shared his three top priorities:

Action 3A – Cooperative services expansion

Action 4A – Implement the communications and outreach plan

Action 4B – Manage the Commission’s growth as an organization.

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director
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The group briefly discussed the expansion of Cooperative Services. TRORC would begin by compiling a list of shared services that TRORC could offer and survey the Towns on their specific needs. TRORC could draw on its financial reserves to fund the survey and distill the data collected.

6. Staffing Update:

Sydney Steinle has been hired as a Planner and will start in late July.

Connor Rigney is also joining TRORC as a Planner and is starting August 1.

Gregory noted that TRORC is still down one planning position at this time. Consideration is being given to adding a part-time position to provide Outreach/Communication services.

7. September Full Board Meeting:

The next full Board meeting will be held on September 28, 2022. The meeting will feature a speaker on the topic of Equity and Inclusion and how TRORC can better incorporate this into its work. The meeting may also include a hearing on Hartland's Town Plan review and energy determination if Hartland adopts their Town Plan this summer. TRORC will participating in a couple Act 250 applications that may be controversial so this, too, could be on the September Board agenda.

The September Board meeting will be a hybrid meeting – attendees may join in person or via Zoom. The speaker will be presenting via Zoom.

8. Executive Session

The meeting entered in an Executive Session on a motion by Brandau, seconded by Edgerton, at 4:15 pm to conduct Executive Director Peter Gregory's annual performance review and to discuss the FY23 goals for TRORC and the Executive Director.

The Executive Session ended at 4:45 pm and the meeting was adjourned.

Meeting Minutes prepared by:
Lori Kay, Finance Manager, July 26, 2022