

**TRORC
EXECUTIVE COMMITTEE**

**King Farm
Woodstock VT**

November 13, 2022

MEETING MINUTES

Attendance: Jerry Fredrickson, Chair; Bill Emmons, Vice Chair; Nancy Jones, Treasurer; David Brandau, Secretary; Peter Gregory, Executive Director, Kevin Geiger by phone.

1. Call to Order/Changes to Agenda:

Chair Fredrickson convened the meeting at 3:05 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 October 12, 2022, Minutes:

On a motion made by Emmons and seconded by Brandau, the Minutes of October 12, 2022, were approved.

4. Acceptance of the unaudited October 2022 Financial Reports:

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

Gregory noted that supplies were running above normal and would check into the expenditure rate. In addition, legal expenses are way above budgeted amounts due to Act 250 cases. The Accounts Receivable Report looked good. Gregory noted he will have Lori nudge a couple of the late receivables.

5. Regional Plan Timeline:

Kevin Geiger walked Committee members through a timeline for adoption of TRORC Regional Plan changes. The major areas of emphasis will be housing and energy.

6. Procurement Policies:

Gregory walked through the minor changes that he is proposing to ensure the Policies are up to date per state and federal law and to ensure all statutory references are correct. The last update was in late 2018, so a review was warranted. On a motion made by Emmons, seconded by Brandau, the Executive Committee approved the changes with a recommendation for the full Board to adopt in December.

7. Succession Planning:

Peter Gregory introduced Marc Mihaly, a consultant on executive director succession planning. Marc discussed the concept and steps needed for a successful process leading up to a formal search consultant. Gregory's departure is not imminent. It was felt by all that starting the discussions would be prudent. Gregory will connect with Marc soon to kick off the process.

8. Nominating Committee:

Gregory reminded Officers that they are all term limited in their existing titles. Jerry asked that each member contemplate what contribution they may like to make in the new fiscal year. Jerry will appoint a committee earlier than usual to ensure there is adequate time to recruit new members, as needed.

Next meeting will be January 11, 2023.

Meeting adjourned at 4:23 p.m.

Meeting Minutes prepared by:

Peter Gregory, Executive Director, November 28, 2022