

EXECUTIVE COMMITTEE MEETING

Tuesday January 16, 2024

5:30 p.m. Virtual Meeting

Attendance: William Irwin, Kirk Waite, Barclay Morris, Bob Buermann, Sarah Hadd, Peter Zamore, Andy Alling
Catherine Dimitruk (staff) excused: Lori Ruple

Chair W. Irwin called the meeting to order at 5:32 PM.

1. **Adjustments to the Agenda**

There were no adjustments to the agenda.

2. **Executive Director Updates**

C. Dimitruk updated the committee on the legislative session to date, hiring and staff absences (due to COVID and other factors). She noted that some projects might slip and we are always prioritizing those with deadlines. She provided an overview of MTAP and the work to get our 7 eligible communities funding for project development.

3. **Audit**

C. Dimitruk and K. Waite provided an overview of the audit and the Finance Committee meeting. Questions surrounded the reserve fund and long-term reserves, and discussion of VMERS and the NRPC liability. S. Hadd noted that there is additional information on the state treasurer's website.

4. **Personnel Policy Updates**

C. Dimitruk and B. Buermann provided an update of the recommended changes to the personnel policy as reviewed by the Personnel Committee. The Committee discussed the changes to holidays. The committee raised several questions about the harassment language. C. Dimitruk will follow up with the attorney and the committee will revisit the item at the next meeting.

5. **Member and staff announcements**

C. Dimitruk noted that there are several members who will be at the end of their term and we will need to start planning for leadership transitions.

B. Buermann moved to adjourn the meeting. P. Zamore seconded. The meeting adjourned at 6:40 PM.