

**VLITE Board of Directors Quarterly Meeting
At Downs Rachlin Martin Conference Room, 52 State St., Montpelier, VT
Minutes of September 7, 2022
Approved on December 7, 2022**

Meeting called to order at 1:00

In attendance:

Board members: Tony Klein, Richard Rubin, Hal Cohen, Peter Walke, Larry Lackey, and Amy Shollenberger (participating remotely)

Absent: Sarah Hofmann

Others: Gabrielle Malina. Tom Longstreth and Andrew Joep participated by Zoom.

Approve Minutes of June 7, 2022

- A motion was made to approve the minutes from the March 9, 2022 Board of Directors meeting.
 - 1st – Hal Cohen, 2nd – Peter Walke
 - All in favor

Review Financial Statements

Gabrielle Malina read the bank balances and the board reviewed Profit and Loss and Balance Sheet. As of August 20, 2022 there was a total of \$1,549,078 in VLITE's checking, savings and money market accounts.

- A motion was made to accept the report.
 - 1st – Peter Walke, 2nd – Richard Rubin
 - All in favor

Review Informal Reports

Staff reviewed a new Active Grants report showing all current grants and awards, and the amounts that have been disbursed thus far. A review of the available and committed funds report demonstrates that VLITE is granting within its means.

Discussion of VLITE Finances and Granting Capacity

The board considered whether there should be a cap to the amount of grants committed within a calendar year to reflect the budget accepted at each December meeting based on anticipated VELCO dividends. In some years, the annual grant awards exceed the total VELCO dividends and VLITE's revenues. However, VLITE accumulated a reserve for a full year before it began awarding grants in 2013.

The consensus was that the board does not need to strictly limit its grant awards each year as long as the total awarded is not extremely out of line with VLITE's income, grant timelines and payment requests from projects as reflected in grant agreements.

Discussion of Mission and Strategic Direction

The board reviewed a 5-year strategic plan document, written in 2018 with the help of a consultant. Board members discussed whether to engage in a new strategic planning process for the next five years. One member expressed that a new Plan should include specific goals against which to measure outcomes, which the prior Plan lacked. An example of a specific goal could be to diversify the composition of the board. Some members felt a new strategic planning process would be valuable, and others said they did not see the need to have another full planning retreat.

The Executive Director will build in time in upcoming meetings to further review strategic direction.

ReSOURCE Grant Application

Tom Longstreth, Executive Director for ReSOURCE and Andrew Jope, Training Director presented a grant application for \$75,000. The award would expand ReSOURCE's 6-week Weatherization intensives and Construction intensives that have proven to be popular and successful as well as expand curriculum to other clean energy supporting careers such as heat pumps and solar, and expand geographic reach. Four weeks of classroom and experiential learning are followed by matching with partner employers for 2-weeks of work experience training. Most program participants are categorized as low or extremely low income and at-risk. Some participants are coming out of the incarceration system and some are transitioning from food service work and need help beginning a new career.

ReSOURCE works with Weatherization Agencies and private employers to identify particular areas and geographies of workforce need.

Board Discussion and Vote on Grant Application

Board members discussed the desire to see employment retention data from training program participants. It was noted that nonprofits cannot access the retention data through Department of Labor. DoL is not allowed to share certain data and confidentiality is a concern.

The need for more employees in the weatherization workforce is considerable. The state-allocated \$80 million in ARPA funding for weatherization and that creates an even higher demand for more workforce in that field.

- A motion was made to approve the ReSOURCE grant.
 - 1st – Richard Rubin, 2nd – Larry Lackey
 - All in favor.

Board Discussion - VELCO Director Search Work Plan

The board discussed how to proceed with the selection a new VLITE-named independent VELCO director. Board members agreed that it should involve another promoted, open process rather than solely inviting past applicants.

It was agreed that VLITE's application and search for a VELCO director should strive to reach wider audiences and draw more diverse and nontraditional candidates than in past processes. The Executive Director will rewrite the announcement and work with Amy Shollenberger on identifying additional outlets for the search announcement. Gabrielle will work with Richard Rubin to lay out the rest of the timeline and interview process.

The meeting adjourned at 3:20 pm.

Respectfully submitted by Gabrielle Malina, September 2022

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