

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**

2 **Executive Committee**

3 **DRAFT MINUTES**

4 **May 9, 2022 Meeting**

5 Present:

☒ Marcella Dent

☒ Laura Hill-Eubanks

☒ Michael Gray

☒ Lee Cattaneo

☒ Steve Lotspeich

☒ Janet Shatney

☒ Jerry D'Amico

6 Staff: Bonnie Waninger

7 Guests: None

8
9 **Call to Order**

10 Chair S. Lotspeich called the meeting to order at 4:03 pm.

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12 **Adjustments to the Agenda**

13 None.

14
15 **Public Comment**

16 None.

17
18 **Bank Account Opening**

19 B. Waninger briefed the Committee regarding unauthorized transactions for the Commission's operating
20 account. What appear to be "test" transactions were made depositing funds into the account. Staff
21 worked with CVRPC's accountant and the bank to put additional temporary security measures in place.
22 Staff recommended the Committee open a new account and close the current account.

23
24 *J. Shatney moved to authorize staff to open a new operating account at Community National Bank; M.*
25 *Gray seconded. Motion carried.*

26
27 **Executive Session - Personnel**

28 *J. D'Amico moved to enter Executive Session at 4:11 pm to discuss personnel; L. Cattaneo seconded.*
29 *Motion carried.*

30
31 *M. Gray moved to exit Executive Session at 5:09 pm; L. Cattaneo seconded. Motion carried.*

32
33 *M. Gray moved to delegate to S. Lotspeich, L. Hill-Eubanks and J. D'Amico creating a summary letter to*
34 *Waninger based on the reviews the Executive Committee discussed in Executive Session, as well as*
35 *Waninger's evaluation; M. Dent seconded. Motion carried.*

36
37 **Adjourn**

38 *L. Hill-Eubanks moved to adjourn at 5:11 pm; L. Cattaneo seconded. Motion carried.*

39
40 Respectfully submitted,

41 Bonnie Waninger, Executive Director