

1                   **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
2                                   **Executive Committee Meeting**  
3                                   **Meeting Notes**  
4                                   **September 30, 2024 Meeting**

5 Present:

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Peter Carbee  | <input type="checkbox"/> Paula Emery    | <input checked="" type="checkbox"/> Michael Gray |
| <input type="checkbox"/> Lee Cattaneo             | <input type="checkbox"/> Alexis Leacock | <input type="checkbox"/> Janet Shatney           |
| <input checked="" type="checkbox"/> Jerry D’Amico |   |  |

6 Staff: Christian Meyer, Nancy Chartrand

7 Guest: Ahsan Ijaz, Ijaz Group

8  
9 **Call to Order:** Chair D’Amico called the meeting to order at 4:06 pm, a quorum was not present, so no  
10 action will be taken. Will hold meeting for discussion purposes only.

11 **Adjustments to the Agenda:** None

12 **Public Comment:** None

13  
14 **Financial Report**

15 Ahsan Ijaz reviewed the financial statement as outlined in the packet. There was discussion related to  
16 surplus, CD status, aging receivables, and status of the new M&T account for CWSP funds.

17  
18 There was also discussion related to status of recruiting for a Finance Manager, and it was noted that no  
19 applications have been received to date.

20  
21 **Contract/Agreement Authorization**

22 Christian will talk with project managers to confirm whether a special meeting is necessary.

23  
24 **Meeting Minutes – 9/3/24**

25 Did not address.

26  
27 **Commission Meeting Agenda**

28 Christian Meyer reviewed the agenda items outlined in the meeting packet. Melissa Bounty from CVEDC  
29 will provide an update, review municipal dues.

30  
31 Per our bylaws, in absence of a quorum the Chair sets the agenda. Chair D’Amico accepted the agenda  
32 as presented.

33  
34 **Committee Round Table**

35 No items raised.

36  
37 **Adjourn**

38 Meeting adjourned at 4:32 pm. It was noted that if a special meeting is indicated that a Doodle poll will  
39 be sent to members to determine the best time on 10/8 for that meeting.

40  
41 Respectfully submitted,  
42 Nancy Chartrand, Office Manager