



# RUTLAND REGIONAL PLANNING COMMISSION

## RRPC EXECUTIVE FINANCE COMMITTEE

MONDAY, JUNE 9, 2025, 5:00 PM

### MEETING DETAILS

#### LOCATION

Virtual: [Teams Meeting](#), Call in: 1-802-440-1368, Meeting ID: 382 346 158#

In-Person: 16 Evelyn Street, Rutland, VT 05701

#### ATTENDANCE

Committee: Erika Berner, Laura Black, Leona Minard, Bob Gibbs, Larry Courcelle, and David Allaire.

Other: Devon Neary and Mary Kay Skaza

### MEETING MINUTES

#### CALL TO ORDER

The meeting was called to order by Chair Berner at 5:30 PM.

#### APPROVAL OF JUNE 9<sup>TH</sup> AGENDA

Motion by Allaire to approve the June 9<sup>th</sup> Agenda with the edit of April 2025 Financials and the addition of the Finance Procedures Updates. Second by Courcelle. Approved by voice vote.

#### APPROVAL OF MAY 20<sup>TH</sup> MINUTES

Motion by Courcelle to approve the May 20<sup>th</sup> Minutes. Second by Allaire. Approved by voice vote.

#### OPEN TO THE PUBLIC

None present.

#### APRIL 2025 FINANCIALS

Report provided by Skaza. For informational purposes only.

#### REGIONAL PLAN REPORT AND DRAFT REVIEW

Neary provided the updated regional plan report including a review of the regional plan webpage, which holds the draft plan and public survey. The Phase 3 engagement and survey will be live through June 30, 2025.

#### COMMISSIONERS HANDBOOK REVIEW

Neary provided an overview of the updated Commissioners Handbook, which is available on the RRPC Boards and Committees webpage.



# RUTLAND REGIONAL PLANNING COMMISSION

## JUNE BOARD OF COMMISSIONERS AGENDA

Neary and Skaza provided an overview of the FY26 Meeting Schedule, changes to the Employee Handbook and Financial Procedures, FY26 Budget and Work Plan, as well as a review of the FY25 Work Plan. Motion by Allaire to recommend to the full board approving the annual meeting items as presented. Second by Gibbs. Approved by voice vote.

## EXECUTIVE SESSION

Motion by Allaire to enter into executive session to discuss employee matters. Second by Gibbs. Approved by voice vote. Entered into executive session at 6:29PM. Exited executive session at 6:51 PM. No action taken.

## ADJOURN

Motion by Allaire. Second by Gibbs. Approved by voice vote. Adjourned at 6:53 PM

*Respectively submitted by Devon Neary*