

**MINUTES OF THE VLCT PROPERTY AND CASUALTY INTERMUNICIPAL FUND,
INC. BOARD OF DIRECTORS MEETING
FRIDAY, JUNE 24, 2016
THREE STALLION INN, RANDOLPH, VERMONT**

Directors Present: Pat Scheidel, Walker James, Mel Adams, Pete Johnson, John Lawe, Brendan Whittaker, Neal Fox, Aaron Frank, Stuart Hurd, Joshua Powers and Jackie Higgins

Staff Present: Ken Canning, David Sichel, Joe Damiata, Mike Gilbar and Maura Carroll

The meeting was called to order at 9:30 a.m. by President Scheidel

Upon motion (Frank/Johnson) duly adopted, the Board voted unanimously to approve the agenda as presented.

Upon motion (Powers/Adams) duly adopted, the Board voted unanimously to approve the minutes from the May 20, 2016 meeting as presented.

David Sichel presented the AGRiP Advisory Standards Recognition application prepared by staff. If approved by the board the application will be submitted to AGRiP. One last action needed to meet the advisory standards is adoption of a "Policy Regarding Board Meeting Materials and Reports".

Upon motion (Hurd/Frank) duly adopted, the Board voted unanimously to approve the "Policy Regarding Board Meeting Materials and Reports".

Upon motion (Adams/Johnson) duly adopted, the Board voted unanimously to approve the application for "AGRiP Advisory Standards Recognition" and authorize the Board President to sign the application.

Ken Canning presented an overview of the day's strategic planning process and also reviewed staff work on Enterprise Risk Management (ERM).

During the morning session the board discussed strategic issues, strategic insights and conducted a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis.

The board also discussed PACIF's Mission Statement. It was agreed by consensus that the Mission Statement should be changed by adding "To serve and strengthen Vermont local government" to the beginning of the statement.

The board recessed for lunch at 12:16 pm.

The board reconvened at 12:51 pm.

During the afternoon session the board discussed development of value and vision statements and competitive advantages and strategies. Finally the board discussed long-term objectives.

Staff will take the material from the day's discussions and craft a strategic plan for discussion at the next board meeting.

The board discussed setting an additional meeting date for late July of August. There will be a board meeting held on Friday, August 5 at 10:00 am at the VLCT offices.

Under other business Brendan Whittaker requested that staff send a card to Carl Rogers as his mother is ill.

Mr. Whittaker also commended staff for the 21st Century Policing event.

Ken Canning presented the VLCT Risk Management Services Department Annual Report to the board.

Upon motion (Hurd/Adams) duly adopted, the Board adjourned at 2:30 p.m.

Respectfully submitted,

David Sichel
Assistant Secretary