



# VERMONT LEAGUE OF CITIES AND TOWNS BOARD OF DIRECTORS MEETING

Thursday, November 10, 2016  
Vermont Room  
VLCT Offices, Montpelier  
12:20 p.m.

The next meeting of the Vermont League of Cities and Towns Board of Directors will take place on Thursday, November 10, 2016, in the Vermont Room of the VLCT Offices at City Center, Montpelier, Vermont. **A catered lunch will be served at noon; the meeting will be called to order at 12:20 p.m.** Parking is available in the City Center Parking Garage. Call Maura or Jessi if you need the entry code.

## AGENDA

<u>Item</u>	<u>Time</u>
<b>1. Call to order by President; introduction of new members and guests, if any</b>	12:20
<b>2. Additions and deletions to the Agenda</b> <u>Action Suggested:</u> Board members should review the agenda, including adding or deleting items, moving items to and from the consent agenda, and having the President, board members, and staff identify items to be added under “Other Business.”	12:22
<b>3. Consent Agenda Items</b> <u>Action Suggested:</u> Approve all items in gross and without debate or amendment. A single member can demand a separate vote for any of the series offered. Items voted separately require a separate motion to approve and may be fully debated and amended at the end of the agenda. a. Approve Minutes of October 5, 2016, Meeting. ( <a href="#">Attachment 3A</a> )	12:23
<b>4. 2017 VLCT Budget and 2017-18 VLCT Dues</b> <u>Action Suggested:</u> Mike Gilbar will review the attached budget documents. Staff recommends that the Board adopt the 2017 budget as proposed and that it adopt the 2017-18 dues schedule as proposed by staff. ( <a href="#">Attachment 4A</a> and <a href="#">Attachment 4B</a> )	12:25
<b>5. 2016 Third Quarter Financials</b> <u>Action Suggested:</u> Mike Gilbar will report on the unaudited financial statements for the quarter ending June 30, 2016. Staff recommends that the Board adopt the financial statements as presented. ( <a href="#">Attachment 5A</a> )	1:35
<b>6. Personnel Policy – Adoption of Actual Health and Dental Plan Schedule</b> <u>Action Suggested:</u> Assuming the Board adopts the budget presented above, staff requests that the Board approve the attached schedule as part of the Personnel Policy. ( <a href="#">Attachment 6A</a> )	1:45

*Sponsor of:*

VLCT Employment  
Resource and Benefits  
Trust, Inc.

VLCT Municipal  
Assistance Center

VLCT Property and  
Casualty Intermunicipal  
Fund, Inc.

<b>7. Municipal Policy Priorities</b>	2:00
<u>Action Suggested:</u> Karen Horn and Gwynn Zakov will discuss the staff memo concerning the Municipal Policy and request that the Board select 5 or 6 top legislative priority issues for staff's focus during 2017. ( <a href="#">Attachment 7A</a> )	
<b>8. Town Fair Discussion</b>	2:20
<u>Action Suggested:</u> While a full debriefing of the 2016 Town Fair will be on the December agenda, staff will provide some preliminary information and feedback and seek comments and suggestions from the Board. ( <a href="#">Attachment 8A</a> )	
<b>9. Discussion of Policy on Political Activities</b>	2:35
<u>Action Suggested:</u> VLCT has a policy that is part of the Personnel Policy concerning staff participation in political activities. It has not been discussed specifically by the Board but should be reviewed periodically to determine if it meets the needs of the organization and staff. ( <a href="#">Attachment 9A</a> )	
<b>10. Discussion of Letters of Reference or Support</b>	2:45
<u>Action Suggested:</u> Staff is looking for the Board's guidance about when it may be appropriate for VLCT to offer a general letter of reference or support for an individual or cause.	
<b>11. VLCT 50<sup>th</sup> Anniversary</b>	2:55
<u>Action Suggested:</u> Staff is interested in whether the Board has any additional information or points of contact in order to add more data to the attached Historical Information and Timeline of past VLCT Events, which was prepared by Dave Sichel and David Gunn. ( <a href="#">Attachment 11A</a> )	
<b>12. Board Meeting Schedule</b>	3:00
<u>Action Suggested:</u> Board members should review the attached proposal and set meeting dates for 2017. ( <a href="#">Attachment 12A</a> )	
<b>13. Other Business</b>	3:05
a. Consent Agenda Items to be voted separately	
b. President's Initiatives	
c. Member Initiatives	
d. Staff Initiatives	
e. <b>Adjourn</b>	3:10

**DATES/TOPICS FOR UPCOMING BOARD MEETINGS**

Thursday, December 15, is the last meeting date for the VLCT Board of Directors for 2016. It will begin at noon with a catered lunch in the VLCT offices.

<b>VLCT BOARD PARKING LOT</b>
<b>Issues and Items for Future Consideration/Action</b>
<b>VLCT Net Position</b>
<b>Potential Future Health Rate Increases</b>
<b>Talent Development as a VLCT Priority</b>