



110 Marble Street, West Rutland, VT 05777  
(802) 438-2303 | [nwwvt.org](http://nwwvt.org) | [info@nwwvt.org](mailto:info@nwwvt.org)

### **Board of Directors Meeting**

**Date 4/13/22**

**Location: NWWVT Board Room & Zoom**

**Present:** Gabe Gladding, Jen Yakunovich, Keri Franzoni, Melinda Humphrey, Peg Flory

**Absent:** Karen Bartlett

**Staff Present:** Heather Starzynski, Melanie Paskevich

**Guests:** Liz Weinmann, Mia Joiner-Moore

- **Call to Order:** Jen called the meeting to order at 5:34 and established the existence of a quorum. This is the first in person meeting in two years!
- **Board Member Comments:** Tonight's meeting started with comments from everyone to help transition from "work mode" to "meeting mode." All board, staff, and guests participated.
- **Proposed Changes to the Agenda:** No proposed changes to meeting agenda.
- **Approval of Minutes from Previous Meeting:** Reviewed March meeting minutes, Melinda motioned to approve, 2<sup>nd</sup> by Peg, motion passed unanimously.
- **HEAT Squad & Rehab Program Overview:** Melanie Paskevich presented Heat Squad & Rehab program overview, presentation attached to board portal. Highlights included that over 5500 energy audits have been done that resulted in over 2100 projects completed since HEAT Squad began. Annually, NWWVT average 400 audits a year and 150 projects, projects typically have a 5-year return on investment.
- **Programs Committee Update:** Programs Committee will be active soon and participate in strategic and generative discussions.
- **Board Development Services:** Liz Weinmann presented an update on board development. She shared feedback from the board that identified the top left brain and right brain skills we are currently seeking. Board members are being asked to create a board task force to oversee this round of board growth. Jen asked that we think about presentation and let her know by Friday the 15<sup>th</sup> if we are interested in joining the task force.
- **OAD Update:** Heather said the staff is very involved and things are going well. Mia said the week has gone well. She shared that she performed the assessment 3 years ago and it's been interesting to see the all that has changed. A priority of NeighborWorks America is healthy governance so we should keep that in mind as we go forward. Final report will be forthcoming.



110 Marble Street, West Rutland, VT 05777  
(802) 438-2303 | [nwwvt.org](http://nwwvt.org) | [info@nwwvt.org](mailto:info@nwwvt.org)

- **Loan Committee Update:** Presented by Heather. There was one write off to approve. It's under the 120+ day delinquent tab, \$738 owed. Borrower has a history of delinquencies; she has a loan and her deceased husband has a loan. His loan is the one we are looking to write off. She is working with Legal Aid for assistance, but we don't want the property. **Jen motioned to write off loan 1481-BC, in the amount of \$766.69. Seconded by Peg, motion passed unanimously.** Justin Davis has joined the Loan Committee. He is a lender at People's United Bank. Jen said Justin may be a good board addition once he's spent some time on loan committee. Sarah Rogers has resigned from Loan Committee. Heather shared that there are plans for Loan Committee members to receive continuing education. Heather asked for approval on an agreement between VSECU and NWWVT to "borrow" two lenders until NWWVT can hire one. An agreement was also created between NWWVT and HFCU for identical services. **Peg motioned to approve the agreements; Melinda seconded. Motion approved unanimously.**
- **Finance Committee Update:** Presented by Keri. The Committee met with Christie Caldwell from Invero. January financials are complete, and February/March's are in progress. They will be available for the May meeting. Committee is reviewing policies for May meeting. Heather said between the end of the month, the loan portfolio reconciliation and being short a staff member due to illness, they are still a bit behind. They anticipate being caught up for May meeting. Heather asked if May meeting could be pushed back a week to give Finance Committee and Finance Dept more time to finish up. Jen will send an email to board to see if that works.
- **Executive Director Report** - Audit is in progress and on track, will be available for approval at June meeting. Next month look for a request for approval of purchase of shared equity property, the house is being rented out, which is against the program rules, and property is selling but the tenant refuses to leave. There is the possibility we'll turn the house over to the VSHA.
- **Closing Notes** - Rutland Feud is coming up, NWWVT has a team participating and we still have some tickets available, would love to have board members come.
- Jen called for the meeting to adjourn at 7:35pm.