



Northeast Kingdom Collaborative  
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## **BOARD OF DIRECTORS MEETING**

**Meeting minutes**

**05 Nov 2004**

**9-1100 am**

**Lyndon State College, Lyndon, Vermont**

### **Board attendance:**

Patricia Sears (Board Chair), Sigurd Andersen, Joel Cope, Bill McMaster, Joanne Fedele, Paul Denton, Steve Patterson

**Absent:** Rene Rose, Bob Burnham, Bonnie Nash

**Also in attendance:** Steve Campbell (USDA), John Watson (NEKC Coordinator), Jay Walbert (Barton Chamber of Commerce), Tina Norton (Chittenden Bank)

1. **Call to Order** – The meeting was called to order at 0920 am by the Chair.
2. **Approval of Minutes-** Moved to accept by Joanne Fedele and seconded by Paul Denton. Minutes from Oct 2004 board meeting were unanimously approved.
3. **Treasurer's Report-**
  - a. The monthly budget was presented by John Watson (Treasurer, Bob Burnham absent). 2004 Expenses are on-track thus far this fiscal year. To support auditing purposes, NVDA has requested additional invoice documentation for past and future invoices. This will be provided to NVDA by the Coordinator.
  - b. Sig Andersen has one old personal reimbursement. Information on this item has been forwarded to Judy Butson (NVDA) for reimbursement.
4. **Roundtable of Hot Topics-**
  - a. Tina Norton (Chittenden Bank)-
    - i. A frequent attendee of several local Chambers of Commerce, Tina reviewed the close working relationship her bank maintains with not only Chambers but also local economic development agencies such as NVDA.

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### **Respectfully Submitted:**

*John Watson, Executive Coordinator for Joel Cope, Secretary*

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- ii. Chittenden Bank Newport has donated \$15,000 toward the installation of a dialysis center in Newport.
  
- b. Jay Walbert (Barton Chamber of Commerce)-
  - i. Jay noted the need to improve The Town of Barton's community infrastructure in general. Several board members offered advice on a route to follow and an introduction to Steve Campbell of USDA was in order.
  - ii. Jay has possession of a collection of photographic negative produced by a deceased NEK photographer, Mac Derick. He expressed an interest in seeing these images published and distributed.
  
- c. Bill McMaster-
  - i. The Entrepreneurial Workshop was conducted 23 October 2004 at Lyndon State College with exceptional attendance.
  - ii. Betsy Sylvester detached from NEKCA and joined the UVM extension team.
  
- d. Sigurd Andersen-
  - i. A Workshop on Computer Security Issues will be conducted at the Charles Carter Center in St Johnbury from 5-7pm, 18 Nov 2004. Additional information has been forwarded via email to the Collaborative members.
  
- e. Joanne Fedele-
  - i. Newport hospital is moving forward on Act 53 issues. At a recent mandated public hearing the attendance was but 25. She expects results of a public healthcare needs survey to be released by the end of December 2004.
  
- f. Steve Campbell-
  - i. USDA-RD grant program funds will be unavailable until the new US Government fiscal budget is approved.
  - ii. Steve provided an overview of his suggested modifications to the NEKC benchmark system which will result in greater ease of use. These changes will require parallel modification to the wording in the NEKC letters of support detailing the responsibilities of the recipients to provide benchmark-update data to the NEKC Coordinator.

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- iii. USDA Office of Community Development personnel will visit with NEK Collaborative board members 17 November 2004. Agenda for meeting to be coordinated by NEKC Chair.
- iv. Opportunity Zone program is still unfunded and will most likely remain unfunded.
- g. Paul Denton-
  - i. Team SRX (Colebrook, NH) is a recent business initiative and promises enhanced economic and educational opportunity in the NEK. SRX will start by translating Department of Defense supply system information into XML language.
  - ii. State info technology grants of \$50,000 to be available this week.
- h. Joel Cope-
  - i. Town of Island Pond library project underway. Owing to the age of the building, some surmountable difficulties have been encountered which may slow completion of the construction.
- i. Steve Patterson-
  - i. Dave Snedeker has left NVDA and taken on employment as the manager for the unincorporated Gores of NE Vermont.
  - ii. Provided overview of push for development of an incubator building in Orleans.
  - iii. NVDA's rewrite of the regional plan is on the NVDA website. Board members are requested to review and provide notice of anything at odds with the Collaborative's perspective.
  - iv. Chapter 117 changes in zoning regulations throughout the state will most likely require extensive training for all municipalities.

## **5. Coordinator's Report-**

- a. No major expenses during the last reporting period. The only item required is printer which will purchased in near future. Paul Denton recommended coordinating with his office for purchase of this printer at reduced cost. As noted by Steve Patterson, NVDA has an accounts with office supply stores in St Johnsbury.

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- b. Emphasized that now that infrastructure has been established, time can now be focused on many more fruitful projects and initiatives. Coordinator is eager to get engaged with all committees and be of assistance in project development.
- c. Recommended NEK Collaborative to be co-sponsor for Newport Legislative Breakfast series. Steve Patterson indicated he would check with Mary Paull and determine costs involved (if any).

#### **6. Committee Report-**

- a. Committee chairs have been tasked to report on their activities at the December 2004 NEKC board meeting.

#### **7. Chair's Report-**

- a. Chair announced intention to invite local legislators to the December 2004 board meeting.
- b. December 2004 Quarterly meeting will focus on the Northern Forest Initiatives undertaken and monitored by the NEKC Natural Resources Committee. Bob Burnham and the NEKC Coordinator were eagerly volunteered to coordinate the agenda for that meeting.
- c. Sig Andersen recommended that a board meeting in-part focus on providing training to board members (and others) on the leadership techniques of Richard Knowles. Chair concurred and Sig has for action to coordinate.

#### **8. 2005 Organizational Priorities-**

- a. Chair requested board members provide a list of recommended topics to her soonest.
- b. NEK Collaborative Coordinator will examine possibility of co-hosting Legislative Breakfasts in Newport with NVDA. Coordinator will talk with Mary Paull.

#### **9. Meeting adjournment-** Meeting adjourned at 1100.

**The Next board meeting of the Northeast Kingdom Collaborative is scheduled for Friday, 03 December 2004 at the Gilman Housing Trust Building, Newport, Vermont from 9-11am.**

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