

SeVEDS Board of Directors Meeting Minutes

Date: Monday, June 23, 2025

Time: 3:00 PM – 4:30 PM

Location: BDCC Conference Room & Zoom (Hybrid)

Call to Order and Welcome Chair Wendy Harrison called the meeting to order at 3:00 PM. She welcomed the board and regretfully noted the departure of Bobbi Kilburn, BDCC's Director of Finance & Grant Management.

Approval of Minutes – April 28, 2025 Meg Streeter moved to approve the minutes of the April 28, 2025 meeting. Chloé Leary seconded. **Motion passed unanimously.**

Acceptance of 2025 CEDS Document The board reviewed changes to the 2025 CEDS document made in response to new federal executive orders issued after its initial submission. Updates were coordinated by Meg Staloff, Jonathan Cooper, and others to comply with revised guidelines, including the removal or replacement of flagged language. A version tracking the changes is available in the calendar invitation. The CEDS Committee will vote to approve on Friday

FY 2026 Budget Approval Bobbi presented the FY 2026 budget, outlining projected income of \$163,000 and expenses of \$229,000, resulting in a planned cash deficit of \$66,000. Major expenses include funding for Young Professionals programming, contracted services, and professional services. The board discussed the budget's reliance on reserves.

Meg Streeter seconded a motion from Gary Fox to approve the FY 2026 budget. **Motion passed unanimously.**

FY 2026 Services Agreement The updated Services Agreement between SeVEDS and BDCC was presented. While the structure remains similar to prior years, minor updates reflect current year initiatives.

Meg Streeter seconded a motion from Gary Fox to adopt the FY 2026 SeVEDS/BDCC Services Agreement as presented. **Motion passed unanimously.**

Reserve Policy Bobbi introduced a discussion of the SeVEDS reserve policy, last approved in 2014. The policy calls for reserves equivalent to 4–6 months of expenses; however, the board has maintained a \$10,000 target. The group agreed to revisit the policy with proposed revisions at the next meeting.

PTV Case Study and Municipal Reuse Laura Sibilia introduced a case study from the Preservation Trust of Vermont (PTV) related to adaptive reuse of municipal buildings such as Brattleboro Town Hall and the former Wilmington school. The board discussed opportunities to develop Best Practices and community engagement models for reuse efforts.

A future discussion is planned with the Municipal Leaders Network in September through SVEP

Funding Updates and CHIP Program

- The Town of Brattleboro received \$750,000 in infrastructure funding for housing.
- BCRC (Bill Colvin) secured a \$3 million award for the Northern Borders Putnam Phase II project.
- Laura Sibilia and Wendy Harrison briefed the group on the Community Housing and Infrastructure Program (CHIP), which supports infrastructure linked to housing development. The board discussed proving “but-for” causality and other funding barriers.

Education Reform and Implications for Municipal Buildings The board discussed the impact of state-level education reform efforts on public facilities. With potential school consolidations, many towns will face adaptive reuse needs. There was consensus on the importance of tools and community input to guide repurposing.

Upcoming Meeting Reminders

- **CEDS Committee Meeting:** Friday, June 27, 2025 – 3:00 PM
- **Next SeVEDS Board Meeting:** Monday, July 28, 2025 – 3:30 PM
- **Board Elections:** To be held at July meeting
- **August 25:** Field Visit to Rockingham/Bellows Falls
- **September 22:** Panel Discussion
- **October 27:** Business Meeting (Financials, minutes, 2026 calendar)
- **December 22:** CEDS Committee Review and Approval for EDA

11. Action Items

- Circulate information about the Vermont Community Development Association event on September 24 to board members.
- Review and prepare updates to the Reserve Policy for discussion at the July meeting.

Adjournment

The meeting was adjourned at 4:30 PM.

Members Up for Re-election (Terms Expiring 2026)

- Samba Diallo
- Tom Cain

Members Leaving the Board

- Avery Schwenk
- Keith Marks

Ex Officio Recommendation

Per the bylaws, Adam Grinold has reached his term limit and should transition from a voting board member to a one-year **Ex Officio** position as Executive Director of BDCC. This preserves continuity while opening an additional elected seat.

Recruitment Recommendations

With Avery and Keith departing and Adam moving to Ex Officio status, the Board should recruit at least three new members focused on filling industry and geographic gaps. Here are some recommendations:

Candidate	Sector	Geography
CJ King	Healthcare	Jamaica / West River Valley
Kate Jellema	Higher Education & Workforce Development	Brattleboro
<i>Bellows Falls Arts Leader</i>	Arts & Creative Economy	Rockingham / Bellows Falls

- Additional Candidates to consider

Need	Potential Candidates	Geography
<i>Manufacturing</i>	Chroma Technology, G.S. Precision, Sonnax	Bellows Falls / Westminster

*Vernon/GuilfordBusiness
Representation*

Vermont Woods
Studios or other
business leader

Vernon/Guilford

*Tourism &
Hospitality*

Mount Snow,
Hermitage Club,
Deerfield Valley
business leader

Dover /
Wilmington

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