

VSBIT Board of Director's Teleconference Meeting Minutes

June 12, 2025

Present: Michael Clark, Scott Brown, Ryan Heraty, Ted Plemenos, and Vanessa Koch.

Staff: Jonathan Steiner, VSBIT President, Chris Roberts, Director of Finance, David Pickel, Director Multi-Line Program

Guests: Bobby-Jo Salls, VEHI

The meeting was called to order at 3:35 p.m.

Public Comment:

Jon Steiner notified the board that his wife will be the new Superintendent at SAU 70 (Norwich) in August. He will update his conflict of interest form.

Review and Adoption of Agenda

The agenda was adopted as presented.

Scott Brown joined at 3:40 p.m.

Approve Minutes of March 12, 2025

Ted Plemenos made a motion, seconded by Vanessa Koch, to approve the minutes of March 12, 2025. The minutes were approved.

Budget

Chris Roberts and Jonathan Steiner presented the budget. Chris noted the \$50k addition for VSBA work as well as COLA/Merit increases for staff. Jon Steiner noted that the health rate increases affect VSBIT as well. Other costs remain fairly flat. A motion by Ted Plemenos, seconded by Ryan Heraty, to approve the budget as presented passed.

Set Date and Time of Annual Meeting

Jonathan Steiner discussed the date and time of the annual meeting: October 30th, 2025 @ 8:00 a.m., in conjunction with the VSBA conference.

Ted Plemenos made a motion, seconded by Ryan Heraty, to accept the date and time as presented. Motion passed.

Set Date for Closure of the Membership Books

Jonathan Steiner discussed the date for the closing of the Membership Books: October 3rd, 2025

Michael Clark made a motion, seconded by Ted Plemenos, to accept the date for the closing of the Membership books of October 3rd, 2025. Motion passed.

Nominating Committee

Jonathan Steiner discussed the 2 open seats and that notice has been posted on the VSBIT website. There have been no nominations. Current board members are eligible for another term and willing to serve. Ted Plemenos made a motion to nominate Michael Clark to the 2-year at large seat and Scott Brown to the 3-year School Board seat. Vanessa Koch seconded the motion. The motion passed with Michael Clark abstaining.

Policy Review

- | | |
|--|--------------------------|
| a. <u>Personnel Policy</u> | (No recommended changes) |
| b. <u>Fraud Policy</u> | (No recommended changes) |
| c. <u>Conflict of Interest Policy</u> | (No recommended changes) |
| d. <u>Code of Ethics Policy</u> | (No recommended changes) |
| e. <u>Bylaws</u> | (No recommended changes) |
| f. <u>Articles of Incorporation</u> | (No recommended changes) |
| g. <u>Investment Policy</u> | (No recommended changes) |
| h. <u>Employee Handbook</u> | (Pg. 12 Expense Reports) |

Michael Clark made a motion, seconded by Vanessa Koch, that the Board has reviewed a. b. c. d. e. f. and g. The motion was approved. Michael Clark made a motion, seconded by Ted Plemenos, to approve the change noted to h. Motion passed.

Review of Quarterly Financials and Dashboard as of 03-31-2025

Chris Roberts presented the quarterly financials and dashboard. Finances continue to be strong. A motion by Ryan Heraty, seconded by Scott Brown, to approve the financials was approved.

Multi-Line Update/Coverage/Membership

Jon Steiner and Dave Pickel updated the board on the upcoming renewal.

Approval of VEHI contract

Bobby-Jo Salls presented the VSBIT/VEHI service agreement contract with some minor additions suggested by the VEHI board. These changes were amenable to the board. A motion by Ted Plemenos, seconded by Ryan Heraty to accept the contract as presented was approved.

Strategic Objectives Update

Jonathan Steiner discussed highlights and referred the board to the Strategic Objectives with updates.

President's Update

Jonathan Steiner updated the Board on his activities and provided a written report.

Adjournment

There being no further business, a motion to adjourn made by Ryan Heraty, seconded by Vanessa Koch was passed. The meeting adjourned at 4:32 p.m.

Respectfully submitted by: Jonathan Steiner

Next Meeting: TBD