

NRCC Finance Committee

December 11, 2018

The Annex Conference Room, Montpelier

11:00am

Present: Bill Manner, Beth Moser Duquette, Somara Zwick, Kerry O'Brien

FY19 6-month budget revision: Somara shared the latest FY19 which was revised to provide more detail on Personnel agreements and amounts. Revenues were revised based on fiscal year estimations for multi-year grants. Contractual agreements need for be executed for:

Kerry O'Brien: Amending FY19 agreement through June 2019, for a fiscal year total of \$26,000 (reduced \$2000)

Holden Sparacino: New agreement with VACD to employ the Water Quality Program Manager through June for \$24,411. This may be amended with surplus available to increase hours as new grant agreements are secured.

Jill Arace: Amending FY19 agreement through June 2019, for a fiscal year total of \$11,000.

Poultney Mettowee NRCD: Technical support agreement for FY19 for \$2500 (~1200 invoice submitted already)

Winooski NRCD: Technical support agreement for FY19 for \$1000.

Somara Zwick: Amending FY19 agreement through June 2019 for a fiscal year total of \$15,000

Bill made a motion and Beth seconded to approve contractual agreement or amendments as noted. The motion was approved.

Another budget check-in was suggested for March 2019 and to begin FY20 budgeting.

Meeting adjourned 11:30am.