

FINAL -- Draft Posted June 20, 2024

VHFA Audit Risk Committee Meeting

VHFA

164 St. Paul Street

Burlington

June 18, 2024 – 9:00 a.m.

VHFA Committee Members Present:

Michael Pieciak (Chair) and Emily Kisicki (designee for Kevin Gaffney) (attended electronically); Fred Baser and Marie Milord-Ajanma (attended in person)

Other VHFA Board Members Present:

Chris Gomez

Staff Present:

Maura Collins, Chris Flannery, Seth Leonard, Jacklyn Santerre, George Demas, Alejandro Flores-Howland

COMMITTEE MEETING

Mr. Pieciak, Chair, called the Audit Risk Committee Meeting to order at 9:05 a.m.

Staff confirmed that a Notice of this meeting was provided to the requesting parties and was posted on the Agency website and with State Department of Libraries, and that the Agenda for this meeting was provided to the requesting parties and posted on the Agency website, all within the statutory time requirements.

Staff confirmed that Minutes of prior meetings had been posted on the Agency website not less than 5 days after the meeting as required.

Mr. Pieciak confirmed that the Commissioners attending by electronic means could hear the conduct of the meeting and be heard throughout the meeting by the other attendees. Mr. Pieciak noted that Commissioners would have to vote by roll-call since there were Commissioners participating by electronic means.

Mr. Pieciak asked if anyone had any changes to the Agenda and there were none.

AUDIT RISK MINUTES

Mr. Baser moved that the Audit Risk Committee approve the October 5, 2023, Minutes. Ms. Kisicki seconded the motion, which was approved unanimously by roll call vote.

PUBLIC COMMENT

Mr. Pieciak asked if there was any public comment, and there was none.

CONSENT AGENDA

Ms. Kisicki moved that the Committee accept Staff recommendation that no changes would be recommended for the Agency Whistleblower Policy. Mr. Baser seconded the motion, which was approved unanimously by roll-call vote.

FY 2025 BUDGET

Mr. Flannery reviewed his budget memo and the proposed FY 2025 operating and capital budgets for the Agency. There was a general discussion regarding the various proposed increases for the upcoming budget relating to personnel and IT capacity and Staff's focus on dealing with various deferred items this budget year. Mr. Baser then moved that the Committee recommend that the full Board adopt the FY 2025 operating and capital budgets as proposed by Staff. Ms. Kisicki seconded the motion, which was approved unanimously by roll-call vote.

ANNUAL ACTION PLAN GOAL 3

Mr. Flannery reviewed his memo regarding various initiatives relating to Goal 3 of the Agency's Annual Action Plan.

Mr. Pieciak confirmed with Staff that Minutes of the meeting had been kept and would be posted to the Agency's website within five days.

ADJOURNMENT

Upon motion made by Ms. Milord-Ajanma, seconded by Ms. Kisicki and unanimously approved by roll call vote, the meeting was adjourned at 10:36 a.m.