

**DRAFT – Posted May 9, 2024**  
**Human Resources Committee Meeting of the VHFA Board of Commissioners**  
Vermont Housing Finance Agency  
Board Room  
164 St. Paul Street, Burlington, VT  
And Microsoft Teams  
May 8, 2024

**VHFA Board Members Present:**

Commissioners: Lindsay Kurrle (Committee Chair), Gus Seelig, Chris Gomez, Jeanne Morrissey, and Katie Buckley attended electronically

**Staff Present:**

Staff: Maura Collins

**Members of the Public Present:**

None.

**COMMITTEE MEETING**

Ms. Kurrle called the meeting to order at 1:02 p.m.

Staff confirmed that a Notice of this meeting was provided to the requesting parties and was posted to the Agency website and with the 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 the Minutes to all prior meetings had been posted on the Agency website not less than 5 days after the meetings, as required.

Ms. Kurrle 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. Ms. Kurrle noted that Commissioners would have to vote by roll-call since there were Commissioners participating by electronic means.

**PUBLIC COMMENT**

Ms. Kurrle opened the meeting to public comments, and there was none.

**DETAILS**

The committee had a general discussion about VHFA's current financial strength and how its operations are funded. Mr. Gomez asked about the Agency's current performance appraisal system, which Ms. Collins described.

At 1:24pm Ms. Buckley made a motion to move into Executive Session. Mr. Gomez seconded the motion. All voted in favor via roll-call vote.

The purpose of the Executive Session was to discuss an employee's performance.

At 2:36pm Ms. Buckley made a motion to exit Executive Session and Mr. Gomez seconded the motion. All voted in favor via roll-call vote.

Mr. Gomez moved to adjust the salary for the Executive Director for FY2025 as recommended by a majority of the HR Committee members. Ms. Buckley seconded the motion. All voted in favor by roll-call vote.

Ms. Kurrle confirmed with Staff that minutes of the meeting had been kept and would be posted as required.

## **ADJOURNMENT**

Upon motion made by Mr. Gomez, seconded by Ms. Buckley, and unanimously approved by roll call vote, the meeting was adjourned at 2:39 p.m.

*I hereby certify that the foregoing is a true copy of the Minutes of the Vermont Housing Finance Agency Human Resources Committee of the Board of Commissioners meeting held on May 8, 2024. The Minutes were approved at a lawful meeting of the Committee held on June 5, 2024.*