

To: HR Committee of VHFA's Board of Commissioners
From: Maura Collins, Executive Director
Date: May 8, 2024
Re: CONFIRMATION OF UPCOMING VHFA HR COMMITTEE MEETING

This is to notify you that the next meeting of the Vermont Housing Finance Agency Board of Commissioners **HR Committee** has been confirmed.

Wednesday, May 8, 2024
1:00 pm

Please confirm that you will be attending so we will know whether we have a quorum.

The meeting will be held online via Microsoft Teams:

Using an internet browser, go to: <https://teams.microsoft.com> and enter the Meeting ID: 212 645 747 582 and Passcode: LYafdg or just click this link: [Join the meeting now](#)

The physical location of the meeting is:
VHFA Board Room
164 St. Paul St.
Burlington, VT

You may choose to attend electronically or in-person. At this point we expect all participants will attend online.

VHFA Human Resources Committee Agenda

1. Call to order
2. Confirmation of publication of notice meeting agenda
3. Executive session to discuss employee's performance
4. Confirmation the minutes hve been kept and will be posted as required