

Draft

MINUTES, TOWN OF EAST MONTPELIER REVOLVING LOAN ADVISORY COMMITTEE

Meeting of Thursday, July 5, 2018 at the Municipal Building

RLAC members present: Gabrielle Malina, Ross Hazel, Renee Carpenter, Rebecca Schrader

Others present: Laura Ranker, CVRPC

A. CALL TO ORDER, ADDITIONS TO AGENDA, REVIEW OF MINUTES, PUBLIC COMMENT

Gabrielle called the meeting to order at 5:10 PM. The minutes from the June 5, 2018 meeting were reviewed and one typographical error revised. On a motion from Schrader with second by Carpenter, the minutes were approved unanimously as revised. There was no public comment.

B. Update and Review of RLAC Memos to EM Selectboard and ACCD

Gabrielle updated the committee that, in follow up to sending the memo, she would attend the Selectboard meeting on July 9 to update them about the revolving loan fund state and RLAC's activities. RLAC is also on the Selectboard's agenda for September 9th – their only meeting date that month. The intention is to have the Selectboard approve all of the RLF materials – policies document, loan application materials and grant agreement at that time.

Re: the memo to ACCD, Cassie Bell responded to RLAC's memo, thanking us and saying that she looked forward to receiving the approved materials in September.

C. Review of RLF Draft Documents

The committee reviewed at length the draft RLF policies and procedures document. The discussion centered around policy decisions and also proofreading and editing changes. Gabrielle will circulate a new draft to the group for further comment.

D. Update from EMSLI

E. OTHER BUSINESS

The group has not yet found a seventh member but there is one prospective candidate that Gabrielle will ask.

The next RLAC meeting is not until August 2nd, and there is still a lot of work to be done on the documents, so a subcommittee of Ed, Becca and Gabrielle, and others as needed, will work offline to continue drafting between meetings.

The next meeting date is August 2nd at 6:15.

F. ADJOURN