



ADDISON COUNTY ECONOMIC DEVELOPMENT CORPORATION
BOARD OF TRUSTEES MEETING MINUTES: July 16, 2026

Facilitators: Alex Armani-Munn & Dave Castle | **Recorder:** Nichole Bachand

Attendees:

Present In-Person: Dave Castle, Richard McKerr, Alex Armani-Munn, Mark Foster (7:36 AM)

Present via Teams: Chris Lapierre, Matthew Senter, Amy Carlin, Elise Shanbacker, Ron Dendas, Greg Faust

Absent: Ryan Bartlett, Renny Perry, Richard Worsman, Dary Tarte, Nicole MacTavish, Scott Comeau

Call to Order: Dave Castle calls the meeting to order at 7:33 AM

Introductions: From all in-person attendees

Changes to Agenda: None

Board Meeting Minutes of June 18, 2026:

Richard M. | Motion to Approve | Seconded by Chris | 7:34 AM | **VOTE:** 7-0-0

Documents in SharePoint:

1. [Draft Minutes – June 18, 2026](#)
2. [ACEDC Operating Strategy](#)
3. [June Financial Package](#)
4. [June 2026 M&C Report](#)
5. [FY27-01 Resolution Membership & Dues Policy](#)
6. [Economic Mobility in Addison County](#)

Executive Director Report | Alex Armani-Munn

- **Staff Activity Report Highlight | Alex**
 - Alex provided an update on staff activity in June highlighting work on CHIP, work related to the Middlebury Industrial Park, execution of the lease at the Duclos Building, several annual administrative tasks, publishing of the Summer 2026 newsletter, recently submitted grant applications to USDA-RD, and upcoming media engagements with the Addison Independent and Vermont Business Magazine.
 - Alex walked the Board through June/July updates in the FY2027 Operating Strategy tracker, which is available on SharePoint.

June Financial Package

- Alex indicated that June's Financial Package is available on SharePoint.
 - Alex reports we officially ended FY26 with a \$14,332.28 surplus.
 - There was an expense for a two-year contract renewal with Glue-up totaling around \$4,700, that was budgeted for FY27 but was paid in June.
 - Alex shared that Seward will begin sharing a monthly Profit & Loss report which will share on SharePoint along with the monthly financial package.

June 2026 M&C Report

- Alex indicated that the June M&C report is available on SharePoint.
- Alex briefly discussed recent coverage in the Addison Independent and VT Digger on ACEDC's work related to housing, and more specifically, to CHIP.

Citizen Comments: None

Action Items:

- **Resolution FY2027-01 Membership & Dues Policy**
 - Alex presented a proposal to update the Membership & Dues Policy to reflect implementation of a \$50 membership dues policy for non-profits. Alex clarified that ACEDC currently offers a \$50 membership for start-up businesses and indicated that this tier would be expanded to also include non-profits.
 - Alex explained that nearly one-third of ACEDC's current membership is comprised of non-profits receiving free membership as "Community Partners."
 - Alex explained that this free membership was initially intended for a small number of local partners but overtime became the default tier for any non-profit organization applying for membership.
 - Alex confirmed that a small number of non-profit partners will continue to receive the complimentary "Community Partner" membership, but it will no longer be listed on the membership page of the ACEDC website.
 - Alex also confirmed that municipalities that pay annual contributions to ACEDC will continue to receive a complimentary membership.
 - Several board members expressed support for this change to the Membership & Dues policy.
 - Alex finished by indicating that a letter will be drafted and sent to effected members. Staff will monitor dues payments over the next several months to track the effects on membership and report back to the board.

Chris | Motion to approve Resolution FY27-01 | 7:59 AM | Seconded by Ron | 8-0-0

- **New Board Member Introduction:**
 - Alex introduces and welcomes Amy Carlin, Director of Community Relations at Middlebury College, as a new ACEDC Board Member; Amy will complete Sue Ritter's current term following Sue's retirement in June.
- **Presentation:** Economic Mobility in Addison County | Ron Dedas
 - View presentation slides: [Economic Mobility in Addison County](#)
 - View presentation recording starting at 30:45 minutes into the meeting: [Economic Mobility Presentation Recording](#)

Executive Session:

Richard M. | Motion to move into Executive Session | 8:21 AM | Seconded by Chris | 7-0-0

No action taken

Chris | Motion to approve 2027 Budget with an \$8,000 increase in salary & wages | 8:26 AM | Seconded by Mark | 8-0-0

Adjourn: Richard | Motion to adjourn | 8:27 AM | Seconded by Mark | **VOTE:** 7-0-0