

# **Minutes**

## **VSAC Programs & Services Committee Meeting**

**April 14, 2025**

**11:30 a.m. – 12:00 p.m.**

**Boardroom, VSAC Offices  
10 East Allen Street  
Winooski, Vermont 05404**

**Committee Members Present:** Martha Heath (Chair), Dave Larsen, Ryan Dulude, Tim Chamberlin  
**Committee Members Absent:** Clarence Davis  
**Other Members Present:** Dodie Mitchell  
**VSAC Staff Present:** Scott Giles, Patrick Leduc, Tom Little, Meghan Metzler, Brad Fallon  
**Others:** N/A

Martha Heath (Chair) called the meeting to order at 11:34 a.m. With a quorum established, the Committee proceeded with the agenda.

### **Approval of Minutes**

*Upon a motion made by Ryan Dulude and seconded by Tim Chamberlin, the Committee Members voted unanimously to approve the Programs & Services Committee Minutes of January 27, 2025, and March 24, 2025, as presented with suggested typographical updates.*

### **Public Comment**

There were no public comments given during the public comment period.

### **Discuss and determine grant levels FY 2026**

Martha Heath introduced the annual conversation of establishing grant levels for the upcoming academic year. Patrick Leduc continued the conversation by reviewing the previously distributed memo that provided projections and a plan for grant awarding for the 25/26 academic year, and the proposed board resolution. The committee engaged Patrick in a discussion on the memo.

*Upon a motion made by Ryan Dulude and seconded by Tim Chamberlin, the Committee voted unanimously to recommend that the full Board of Directors approve the Resolution on grant funding for '25-'26, as circulated and attached to these minutes.*

### **Other Business**

There being no other business, the Committee adjourned at 11:55 a.m.

Respectfully submitted,

Patrick Leduc, Assistant Secretary

PROGRAMS AND SERVICES COMMITTEE RESOLUTION

ON GRANT FUNDING for '25-'26

Be it resolved,  
that the Committee being aware that there are unknowns at this time which could result in different choices for grant levels, cut-off dates, and individual budget needs, and that the management has presented an effective plan for the administration of the state grant dollars.

Be it further Resolved,  
that management will seek the advice and counsel of the Programs and Services Committee on any material adjustments to this plan and report back to the Committee, who will update the full Board, on the outcomes of these plans, including but not limited to the number of applications processed, funds used and the allocation of those funds against the various grant programs.