

**VLCT EMPLOYMENT RESOURCE AND BENEFITS TRUST, INC.
BOARD OF DIRECTORS MEETING
WEDNESDAY, DECEMBER 13, 2023
VLCT OFFICES, MONTPELIER, VERMONT
1:00 PM – 2:00 PM
*Lunch preceding at noon with the PACIF Board**

AGENDA

- 1:00 pm 1. Call to Order
- 1:01 pm 2. Approval of the Agenda
- 1:03 pm 3. Approval of the Minutes
- 1:05 pm 4. Staff and Financial Reports
- a. Organizational Update [Joe]
 - b. 3rd Quarter Financials [Seth]
 - c. 3rd Quarter Claims & UI Renewal Review [Kelley]
- 1:30 pm 5. Approval of 2023 Audit Engagement Letter [Seth]
- 1:35 pm 6. VLCT Administrative Support Service Agreement and 2024 Addendum [Joe/Seth]
- 1:40 pm 7. 2024 Proposed Budget [Joe]
- 1:50 pm 8. Board Governance [Charles]
- a. Conflict of Interest Forms
 - b. Election of Officers
 - c. Committee Appointments
- 1:55 pm 9. 2024 Proposed Meeting Schedule [Joe]
- 1:58 pm 10. Executive Session for Personnel, Litigation and Contractual Negotiations. [not anticipated]
- 1:59 pm 11. Other Business
- 2:00 pm 12. Adjournment