

GMSS Board Meeting Minutes

Virtual
November 20, 2025

Attendees (board): Michele Streeter, Dave McAllister, Sarah Henshaw, Martha Ide
Attendees (Staff): Elizabeth Walters, Shannon Burble
Attendees (invited): Students (S Henshaw’s UVM Course)) Lyra Wu, Emalee Garboski, Marcell Papp, Amber McGonis, Auditor Guest

Agenda item	Summary of discussion	Actions taken	Follow up
Meeting began at 6:06pm			
Mission Moment	Board begins each meeting noting one thing they’ve done since the last meeting that furthers the GMSS mission.		
Review and Approval of Meeting Notes	September 2025 Meeting Minutes	Motion to approve: Dave Second by Michele Unanimous ‘yea’	
Financial Committee Update	Financial Audit presented by Amber McGonis. Written Document available. GMSS is meeting the required state standards. Amber called the audit a “clean audit.”	Motion to Approve the audit as presented: Dave Second: Michele Motion passed.	
Financial Reports	Presented by D. McAllister: Motion proposed to amend budget to include a mileage increase. Use of Transition Grant funds for staff retention proposed to be distributed across all positions eligible to receive grant funds with GMSS supplementing available funding for positions not eligible. The motion set limit not to exceed \$50,000.	Motion to use grant funds for staff retention for eligible staff, supplemented by GMSS funds, not to exceed \$50,000 and to be distributed as ED and team see fit:	

		by Dave Second: Martha passed Motion passed	
Guest Presentation	<p>Claire Wheeler, Consultant for Organizational Development and Strategic Planning</p> <p>Purpose: GMSS Board, at an earlier meeting decided to seek consultant support for their goal of rewriting the GMSS Mission Statement. A mission statement includes the organization's values, beliefs system, and a vision statement for its future.</p> <p>Process Includes: working group of stakeholders, gathering of information (often a survey) to then with consultant guidance prepare the document.</p> <p>Next Steps: Claire will prepare a Summary for the Board to include the work plan, price point and timeline before our January meeting.</p>		Review proposal submitted by Claire during Jan 2026 meeting.
Board Updates	No December Board Meeting. Next meeting is January 22, 2026.		
Executive Director Update	<p>Elizabeth prepared and reviewed her written document. She presented the new GMSS Handbook with very few changes.</p> <p>Health insurance coverage for employees was negotiated and improved with no extra cost.</p>		
Public Comment	None		
Executive Session	The Board went into Executive Session At 7:10 pm.		
Next Meeting	Jan 22, 2026, virtual, 5:30-7p		

The meeting ended 7:20 pm.