

Formation of the Vermont Herpetofauna and Nature Center (HNC)

A committee of 20 individuals on June 1st, 2023 started the discussion and expressed interest in a facility in Northwestern Vermont that focused on exotic animal care, education, and offering supplies for proper animal husbandry. The discussion further focused on adding in education around native species and conservation efforts within the state.

The group was polled regarding the structure of the organization. 100% of those who voted wanted to structure the organization as a not-for-profit. Committee members discussed other ideas and hopes and members volunteered to be on the founding Board of Directors.

The founding members then formed a voluntary Board of Directors comprised of: Cathy Cat, Shannon Warden, Garry Parzych and Corrina King.

From the Committee, Advisory Council members were invited to advise the newly formed Board of Directors.

The HNC Board of Directors met **virtually on June 5th, 2023**. All Board Members present.

- The Board discussed, made a motion, voted and all approved to move forward with articles of incorporation and bylaws.
- The Board discussed, made a motion, voted and all approved that if in the event that the not-for-profit disbands, funds would go to: 50% to USARK and 50% to the Vermont Herp Atlas.
- The Board discussed, made a motion, voted and all approved that Corrina King (Parnapy) would be the organizations designated agent.
- The Board discussed, made a motion, voted, and approved the official name of the organization as: The Vermont Herpetofauna and Nature Center.
- The Board discussed, made a motion, voted, and approved the logo for the organization.
- The Board discussed and decided that as the Board of Directors has been formed, any others interested in joining would fill out an application and be voted on by the Board of Directors, with a simple majority vote passing.
- The Board tasked Corrina King with the creation of the Board Application, Bylaws, conflict of interest policy, articles of incorporation, applying for an EIN, researching liability insurance and the possibility of a fiscal sponsor till the 501c3 status was official. Corrina has also been tasked with creation of the website, social media, marketing platforms, initiating fundraising efforts, researching grants, and administrative duties.
- The Board discussed and settled on a slate of officers, motion made to accept the slate of officers, voted, all in favor, passed. The Board of Directors Officers are as follow: President/ Treasurer: Corrina King (Parnapy), Secretary: Shannon Warden. As Corrina is the organizations designated agent, President, and Treasurer, she will be the Chief Operating Officer, conducting the day-to-day operations, till such time as the organization hires staff, or she steps down.

Meeting minutes submitted 6/24/2023 - CK

Board Meeting 7-7-2023 Vermont Herpetofauna and Nature Center (HNC)

The HNC Board of Directors met **in person on July 7th, 2023**. Board Members present: Corrina King, Shannon Warden, and Garry Parzych.

- The Board meeting was officially called to order at 12:45pm on 7/7/2023 by the President of the Board of Directors, Corrina King.
- The Board discussed, made a motion, voted and all approved the drafted articles of incorporation. The Board President, as designated agent will submit the articles to the State of Vermont.
- The Board discussed, made a motion, voted and all approved to have the Board President pay for the submission of Articles of Incorporation from funds set-aside through a Go-Fund-Me account.
- The Board discussed, made a motion, voted and all approved that once the Articles of Incorporation has been approved by the State of Vermont, Board President Corrin King, will setup an account at the Vermont Federal Credit Union for HNC.
- The Board had a meet and greet to work on social media video's going over the care of tarantulas and bearded dragons.
- Updates were given on progress of bylaws, upcoming events to table at, equipment and displays, potential donations, recruitment ideas for further Board members and marketing ideas.
- The meeting was closed at 2:30pm

Meeting minutes submitted 7/08/2023 - CK