



MINUTES OF THE NHCOG EXECUTIVE COMMITTEE MEETING 5/20/2025 Remote

Executive Committee Member Attendance:

✓	Cornwall , Gordon Ridgway, At-Large	✓	New Hartford , Dan Jerram, Chair
✓	Harwinton , Michael Criss, Vice Chair	✓	Roxbury , Patrick Roy, Secretary
✓	Morris , Tom Weik, Treasurer	✓	Torrington , Elinor Carbone, At-Large

Others in Attendance:

NHCOG Staff: Rob Phillips, Annmarie Ryan (Budget)

Guests: None

1. **Call to Order:** Meeting was called to order at 9:07AM

2. Annual Executive Director Review

The annual review of the Executive Director was conducted.

3. Draft FY25-26 Annual NHCOG Budget Review and Potential Recommendation to full Board.

ED Phillips and Grants Financial Manager, Annmarie Ryan, presented the draft budget. Members requested the following for presentation to the full board at their Annual Meeting in June:

- Project by project "Traditional Income Statement"
- RITS - more detail in all categories - monies in and monies out.
- Add Annual Dues to final budget presentation/document for approval
- Year over Year Summary to more easily see changes as 95% of a budget is typically the same.

MOTION by Ridgeway, 2nd by Carbone, to forward draft budget to the full board for approval with greater detail as requested. Approved unanimously.

4. Draft Policies and Procedures Manual Update/Review

Item tabled due to time constraints

5. Approval of the November 12, 2024 Special Meeting Minutes

MOTION by Roy, 2nd by Weik, to approve the November 12, 2024 Special Meeting Minutes. Approved unanimously.

6. Adjournment

MOTION by Weik, 2nd by Roy, to adjourn the meeting at 10:22AM. Approved unanimously.

Respectfully submitted,

NHCOG staff