

Vermont Housing & Conservation Board Finance Committee
MINUTES
12/17/2025
Zoom

Board Members: David Marvin, Neil Mickenberg, Billy Coster (designee for ANR), Clarence Davis (All Board Members called/zoomed in)

VHCB Staff: Gus Seelig, Christopher Baning, Pollaidh Major, Bonnie Woodford, Francis Sharpstene, John Grosvner

Others Present: Alina Korsak, Scott McIntire

Chair David Marvin called the meeting to order at 3:30 PM

Public Comment

No Public Comment

FY2025 Audit Presentation

Alina Korsak from CBIZ gave a presentation of the Audit Results.

Christopher Baning asked about how many subject matter experts (SMEs) have been involved in past audits.

Alina responded with 4 SMEs required for this Audit.

Scott McIntire stated that he doesn't believe that any SMEs have been involved in past audits. Scott shared that they have to follow their PPM (Policy and Procedures Manual).

Christopher requested a timeline from the auditors on getting a final Audit report. Scott responded he could not give a timeline.

Neil asked how we can ensure we don't have the same issues next year. Scott responded that he could guarantee that this would not change next year.

Billy & Clarence shared appreciation for VHCB staff in navigating this.

David asked about the recommendation from the audit firm. Scott responded.

The Board Committee talked with the auditors without VHCB staff present for 5 minutes.

David shared there are no concerns from the Board on the performance of VHCB staff.

David suggested that the committee can accept the audit via email when we receive the final Audit report.

Neil asked about the plan that Christopher put together. Christopher responded that it is proactive to the Audit.

Clarence Davis made a motion to recommend acceptance of the audit to the full Board subject to no significant changes from the current draft. Seconded by Neil Mickenberg. All voted in favor of the motion.

Roll Call

David Marvin – Yes

Neil Mickenberg – Yes

Clarence Davis – Yes

Billy Coster – Yes

David M suggested that we work to get out to bid in the new year.

The meeting adjourned at 4:30 PM.