

Name: John B. Position/Subcommittee: Chair - BOD Adhoc Subcommittee
Contact Info: (603) 554-7758 treasury@gmana.com Time & Location of Meeting: 10:00 AM;
Zoom Date: July 26, 2025

We held our final meeting yesterday; these are our conclusions: 1. As reported last month, we do not need to form a board of directors; our current Service Committee as defined in the Green Mountain ASC Guidelines will suffice. 2. Contrary to what was reported last month, we do not believe our guidelines require amendments at this time, with respect to our biennial filing requirement with the State of Vermont. a. Tex L. submitted our original registration to the State listing himself as the "Registered Agent," which is simply a point of contact between the State and GMANA. He listed his personal email address as the registered agent email and info@gmana.org as the organization's email address. Currently, Tex L. and Bruce B. have access to the info@gmana.org account. b. In January of this year, the State sent an email to both the registered agent and the organization informing us of our obligation to file our first biennial report. c. Going forward, every other January (next due 2027) the registered agent and the organization will receive notification that the next biennial report is due. At that time, it will be incumbent upon the registered agent to ensure that there is an agenda item on the next GMASC monthly meeting to identify three officers willing to have their full names and home addresses listed on the report as directors, as well as identifying an officer to file the report online. The biennial report contains no financial information so it does not need to be the treasurer, however if I'm still serving at the area level at that time, I'm happy to be involved. d. If/when someone else needs to file the report, they simply need to create a login for themselves on the Secretary of State's Business Services Division website: <https://bizfilings.vermont.gov/register> e. Tex is fine with continuing to serve as the Registered Agent. His home address is listed as the physical address of GMANA. The State requires us to have a physical address. In order to change our registered agent and/or our physical address, we need to file a Statement of Change with the State. I was told the fee is \$45.00, however the website states the fee is \$35.00. <https://legislature.vermont.gov/statutes/section/11B/005/00005.02> f. We filed our GMASC Guidelines when we registered in lieu of Articles of Incorporation. Should we modify or amend the guidelines in the future, I believe we need to re-file them and pay a fee of \$155.00. See the following link: <https://legislature.vermont.gov/statutes/section/11B/001/00001.24> Thank you to everyone who participated on this ad hoc subcommittee.

In loving service, John B., Ad Hoc BOD Subcommittee Chair

ADDENDUM as per BOD ad hoc Subcommittee Chair

The addresses referenced in the final report, GMANA organization physical address, Registered Agent address and three director's home addresses, do not need to be in Vermont. New Hampshire addresses are fine.

Thanks,

John