



To: Vermont Selectboards and City Councils
From: Miro Weinberger, President, VLCT Board of Directors
Re: VLCT Annual Business Meeting Voting Delegates and Procedure
Date: August 19, 2021

Official Meeting Notice

As part of Town Fair, the Vermont League of Cities and Towns will hold its **annual business meeting on Wednesday, September 29, at 1 p.m.** The VLCT Annual Meeting will be a hybrid meeting, providing in-person programming at the **Doubletree at 870 Williston Road in South Burlington, Vermont**, and virtual participation using online conference software. The annual meeting will be held in conjunction with the VLCT Property and Casualty Intermunicipal Fund (PACIF) and the VLCT Employment Resource and Benefits Trust (VERB) annual meetings.

Any VLCT voting-member wishing to vote at the VLCT Annual Meeting must designate a representative by **Friday, September 17**. To ensure that all VLCT member cities and towns are properly represented and able to participate in the election of League officers, and any other item that may properly come before the membership, we are asking you – as your municipality's legislative body – to designate **one** official from your town as a **Voting Delegate** for the meeting. This designation will ensure that each town is heard and uses the vote to which it is entitled.

Please designate your Voting Delegate using the Town Fair registration site (www.vlct.org/townfair). Simply click register, and then select a ticket that corresponds to the Voting Delegate's intended participation preference (virtual or in-person). The Voting Delegate ticket is free and does not register the delegate for Town Fair. If you or other members of your municipality wish to participate in the in-person activities on the 29th or the virtual workshops offered the week of October 4th, be sure to select those corresponding tickets during registration.

In-person participants on Wednesday, September 29, may wish to also register for a training on election law changes from Secretary of State Jim Condos' office, lunch at the Doubletree Hotel and Conference Center, and other networking opportunities.

We are committed to taking every step possible to allow us to assemble safely. We know there is a high degree of uncertainty with the continually changing status of COVID-19 cases. **We encourage everyone to take precautions including getting vaccinated, wearing a mask, maintaining physical distance, and washing hands frequently.** We'll have more information to share once we are closer to the annual meeting date. We are also fully prepared to transition our in-person activities to virtual should the need arise.

Enclosure: 2021 VLCT Annual Meeting Governing Rules