

**Heating & Cooling Contractors of Vermont
Board of Directors Meeting**

May 31, 2023 at 10am

Basin Harbor Club

Vergennes, Vermont

Garden Room

Agenda

- Welcome
- Anti-Trust Statement
- Approval of Minutes
- Board of Directors Nominations
- Administrative and Financial Report
- Government Affairs Update
- Next Meeting



Antitrust and Fair Competition Guidelines

The antitrust laws are a comprehensive charter of economic controls aimed at promoting free competition. These laws rest upon the premise that the preservation of free competition will yield the best allocation of economic resources, the lowest prices, the highest quality and the greatest material progress for the public welfare. All HCCV activities comply strictly with all state and federal antitrust laws.

Under the antitrust laws competitors may not restrain competition via agreements or understandings regarding the price, production or distribution of products and services. Competitors may not engage in any activity intended to restrict the competitive capabilities of their customers, suppliers, or other competitors. The antitrust laws are complex and are often of unclear applicability. Unlawful agreements can be inferred from circumstantial evidence. A conviction for violating the antitrust laws may result in stiff fines, jail sentences for individuals who participated in the violation and forced disbanding of their trade association.

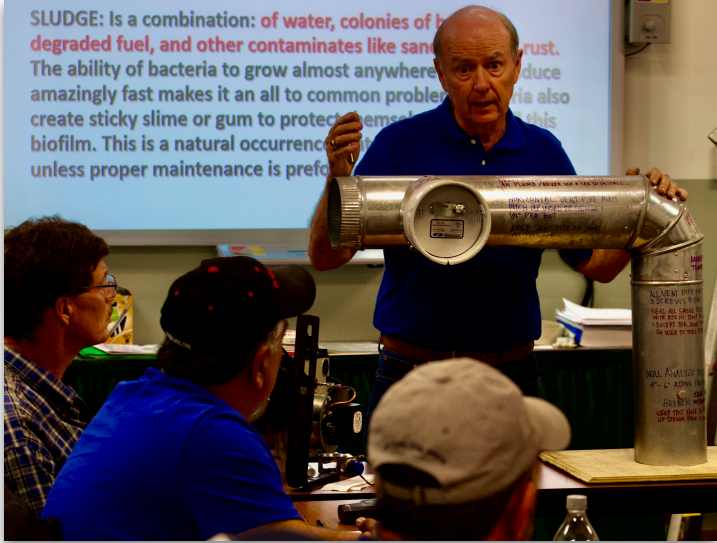
The following guidelines are designed to avoid even the appearance of questionable activity.

The following will not be discussed at HCCV meetings:

- ▶ Current or future prices
- ▶ What constitutes a "fair" profit level
- ▶ Possible increases or decreases in prices
- ▶ Standardization or stabilization of prices
- ▶ Pricing procedures
- ▶ Cash discounts
- ▶ Credit terms
- ▶ Control of sales
- ▶ Allocation of markets
- ▶ Freight allowances
- ▶ Refusal to deal with a corporation or individual because of its pricing or marketing practices

The most important antitrust statutes applicable to HCCV activities are Section 1 of the **Sherman Act**, which prohibits conspiracies in restraint of trade and Section 5 of the **Federal Trade Commission Act**, which establishes broad prohibitions against unfair methods of competition and unfair or deceptive business acts or practices.

All HCCV activities comply strictly in all respects with federal antitrust laws and state fair competition laws.



**Heating and Cooling Contractors Association (HCCV)
Board of Directors Meeting
November 30, 2022 at 12:15
963 Paine Turnpike N., Berlin, Vermont**

DRAFT MINUTES

Directors Present:

Peter Bourne
Judy Taranovich
Manny Fletcher

Manny Fletcher called the meeting to order at 12:12pm.

The BODs reviewed the financial statements and discussed the goals of the organization. The BOD discussed the bylaws for HCCV. A motion was made by Judy Taranovich to approve the draft bylaws. Seconded by Manny Fletcher, approved unanimously.

The BOD reviewed a contract presented by Meadow Hill to provide management and advocacy services in 2023 for \$8000. A motion was made by Judy Taranovich to approve the contract as presented. Seconded by Manny Fletcher, approved unanimously. Under the current agreement with VFDA, staff will solicit members and sponsors, maintain HeatVT.com, operate the office, phone, fax, email and run all training programs for HCCV members.

A motion was made by Peter Bourne to adjourn the meeting at 12:15pm. Seconded by Judy Taranovich, approved unanimously.

The Heating and Cooling Contractors of Vermont is a trade association of energy service providers.



HCCV Members sell, install, and service the equipment that keeps Vermont buildings cool in the summer and warm all winter. The HCCV Training Center provides heating and cooling technicians the tools to get and keep their certifications and licenses. Our team of instructors and experts will help you stay in compliance with Vermont laws and regulations.

Other benefits include:

- Low cost or no cost consumer education and marketing materials*
- Discounts on the training and testing to maintain your license and certification*
- Free advertising on our searchable member database at HeatVT.com*
- Weekly updates on local, state and federal issues that matter to your business*
- Access to consumer rebates and other incentives*
- Compliance assistance with code, taxes, and regulations*
- Discounts on meetings and trade shows*

Join HCCV and get immediate and unlimited access to our training discounts, regulatory assistance and advocacy resources.

Annual dues are just \$500.

This provides all of the above for everyone at your company. Individual memberships are \$100.

Please send this form to HCCV
with your dues payment.

80% of your dues may be deducted as an
ordinary and necessary business expense.

COMPANY

PRIMARY CONTACT

ADDRESS

CITY

STATE

ZIP CODE

PHONE

EMAIL

WEBSITE

Please enclose a check for \$500 (company) or \$100 (individual) payable to HCCV or provide credit card information below.

CARD # _____ EXP. DATE _____ CVV # _____

Heating and Cooling Contractors of Vermont

PO Box 1370, Montpelier, VT 05601

Office: 802-223-7750 – Fax: 802-419-3313 – info@heatvt.com – HeatVT.com

Heating & Cooling Contractors of Vermont
Balance Sheet
As of April 30, 2023

	<u>Apr 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Northfield Savings Bank	22,365.62
	<u>22,365.62</u>
Total Checking/Savings	22,365.62
Accounts Receivable	
Accounts Receivable	16,400.00
	<u>16,400.00</u>
Total Accounts Receivable	16,400.00
Total Current Assets	<u>38,765.62</u>
TOTAL ASSETS	<u>38,765.62</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	7,837.50
Net Income	30,928.12
	<u>38,765.62</u>
Total Equity	38,765.62
TOTAL LIABILITIES & EQUITY	<u>38,765.62</u>

Heating and Cooling Contractors of Vermont
Profit and Loss Statement
Compared to Budget

Income		April 30, 2023	2023 Budget	% of Budget
	Dues	22,200	22,000	101%
	Training	13,500	20,000	68%
	Conference and Meetings	0	1,000	0%
	Compliance Documents	0	1,000	0%
	Advertising/Sponsorships	0	1,000	0%
	Total Income	\$ 35,700	\$ 45,000	79%
Expense				
	Management Contract	2,000	8,000	25%
	Training	0	18,000	0%
	Office Supplies & Equip	0	1,000	0%
	Communications	408	1,000	41%
	Postage and Delivery	18	1,000	2%
	Printing and Reproduction	0	4,000	0%
	Conference & Meetings	0	1,000	0%
	Industry Meetings	0	1,000	0%
	Accounting	100	1,000	10%
	Legal/Professional Fees	25	500	5%
	Insurance	2,101	2,100	100%
	Banking & Credit Card Fees	120	400	30%
	Dues and Subscriptions	0	200	0%
	HCCV Loan Repayment	0	1,800	0%
	Total Expense	\$ 4,772	\$ 41,000	12%
	Net Ord Income	\$ 30,928	\$ 4,000	

HCCV Board of Directors

2023	Manny Fletcher, Fyles Brothers,
2023	Judy Taranovich, Proctor Gas,
2023	Peter Bourne, Bourne's Energy
2024	
2024	
2024	
2025	
2025	
2025	
	Nominations
	Pablo LaPorte, FW Webb
	Gary Lieb, Granite Group
	John Manning, Beckett
	Kim Keil, Berquist
	Cassandra Barry, Ray Murray

According to HCCV bylaws, a third of the board must be elected or re-elected every year. This election occurs during the first meeting of the year. The year on this chart is when the three year term ends and the Board member must indicate whether or not to seek re-election. Executive officers are appointed to two year terms and are elected during the final meeting on the year at the end of the two year term.