MEMO

To: VEHI Member School Board Chairs, Superintendents and Business Officials
From: Laura Soares, VEHI
Date: September 8, 2020
Re: VEHI Annual Meeting Notice

The Vermont Education Health Initiative (VEHI) will hold its Annual Meeting on Tuesday, October 20, 2020 at 5:00 P.M. Due to the COVID-19 pandemic, this meeting will be held remotely.

Members may vote at the meeting by designating an authorized representative to attend the meeting to cast their vote or via proxy by appointing the VEHI Board to vote on their behalf.

We ask each member to complete Exhibit B: Proxy/Certificate of Authority, enclosed, and send it ahead of the meeting. Please mail to the address above or email to Lisa Locke at lisa@vsbit.org. This will ensure the authorized representative is able to vote at the meeting on the 20th.

A link to the remote meeting will be provided to individuals authorized to vote. Individuals that wish to attend but are not authorized to vote can request access to the remote meeting by contacting Lisa Locke by 4:00 P.M. on October 19th at lisa@vsbit.org or calling (802) 223-5040 extension 200 and leaving a message.

Also included with this Memo are Exhibit A: Notice of the 2020 Annual Meeting and a copy of the Minutes of the 2019 Annual Meeting. We hope you will join us remotely to hear more about the work of the organization over the past year. Board members and staff will be available to answer questions. The VEHI Annual Report will soon be posted online. At least two years of financial audits are always available as well; our most recent audit will be posted in early October. All documents can be found on our website at www.vehi.org.

Please remember each member entity is entitled to one vote for each program (Health or Dental) of which they are a member. The membership books close at 4 P.M. on October 9th; the final list will be posted online at www.vehi.org.

We look forward to seeing you remotely on October 20th.
VERMONT EDUCATION HEALTH INITIATIVE

ANNUAL MEETING
HELD REMOTELY THIS YEAR

October 20, 2020
5:00 P.M.

AGENDA

1. Roll Call of Members
2. Proof of Notice of Meeting or Waiver of Notice
3. Reading of Prior Annual Meeting Minutes
4. Reports of Officers and Directors
5. Information Exchange
6. Adjournment
EXHIBIT A

NOTICE OF MEETING

The Board of Directors of the Vermont Education Health Initiative at a regular meeting of the Board held on August 18, 2020 determined that the 2020 Annual Meeting of the Corporation will be held at the following date, time and place:

    DATE: October 20, 2020
    TIME: 5:00 P.M.
    PLACE: This meeting will be held remotely due to the COVID-19 pandemic

The Agenda for said Annual Meeting is as follows:

1. Roll Call of Members
2. Proof of Notice of Meeting or Waiver of Notice
3. Reading of Prior Annual Meeting Minutes
4. Reports of Officers and Directors
5. Information Exchange
6. Adjournment

At the regular meeting of the Board of Directors of the Corporation held on August 18, 2020, it was determined by the Board that the Membership Books would be closed as of October 9, 2020 for the purpose of determining members entitled to vote at the October 20, 2020 meeting.

A list of voting members of the Corporation entitled to vote at said Annual Meeting is posted online at www.vehi.org and available for inspection by any member at the principal office of the Corporation located at 52 Pike Drive, Berlin, Vermont (Telephone: (802) 223-5040).
INSTRUCTIONS FOR EXHIBIT B
VEHI PROXY OR CERTIFICATE OF AUTHORITY

➢ In order to vote at the VEHI Annual Meeting, being held remotely this year on October 20, 2020, Exhibit B must be received by 4:00 P.M. October 19, 2020.

➢ If you will be participating remotely, please complete the first selection, option (a), by checking the box and listing the name of your representative, their title, and providing an email. This person must be present, with a copy of this form on file, in order to vote.

➢ If you will not be assigning a representative to participate remotely at the Annual Meeting but wish to cast a vote, complete the second selection, option (b), by checking the box and in doing so, name the VEHI Board as a proxy to cast a vote on your behalf.

➢ If your school district is a participating member of both the VEHI Health Program and Dental Program, a separate Exhibit B form must be filled out for each program.

➢ In either case, sign and date the bottom of the form and mail it ahead to:

VEHI
Annual Meeting
52 Pike Drive
Berlin, Vermont 05602

Or email to:

Lisa@vsbit.org
EXHIBIT B

VEHI PROXY OR CERTIFICATE OF AUTHORITY

LET IT BE KNOWN THAT: Oxbow Unified Union SD, member of the VEHI Health Program, a body corporate and politic, created and existing under the laws of the State of Vermont, does hereby:

Certificate of Authority

☐ (a) appoint as its authorized representative to appear and vote on its behalf at any and all meetings of the members of the Vermont Education Health Initiative, or any adjournment thereof, the following person:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
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<tbody>
<tr>
<td></td>
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</table>

Email: _________________________________

Note: If option (a) is selected, the person listed above must attend in-person to vote.

OR

Proxy

☐ (b) appoint as its true and lawful attorney, the Board of Directors of the Vermont Education Health Initiative, by majority vote, with the power of substitution for it and in its name to vote at the Annual Meeting of the Vermont Education Health Initiative, to be held on the 20th day of October, 2020 or at any adjournment thereof, with all the powers it should possess if personally present through its authorized representative.

Please sign and date this section once you have chosen (a) or (b):

Dated at _____________________________, Vermont, this ___ day of ______________, 20__.

This action is valid for one year [365 days] from the date of enactment, or until it is superseded by subsequent action of the member filed with the Trust.

Name of Member District

BY: ________________________________

TITLE: ______________________________
EXHIBIT B

VEHI PROXY OR CERTIFICATE OF AUTHORITY

LET IT BE KNOWN THAT: Oxbow Unified Union SD, member of the VEHI Dental Program, a body corporate and politic, created and existing under the laws of the State of Vermont, does hereby:

Certificate of Authority

☐ (a) appoint as its authorized representative to appear and vote on its behalf at any and all meetings of the members of the Vermont Education Health Initiative, or any adjournment thereof, the following person:

Name: ___________________________  Title: ___________________________

Email: ___________________________

Note: If option (a) is selected, the person listed above must attend in-person to vote.

OR

Proxy

☐ (b) appoint as its true and lawful attorney, the Board of Directors of the Vermont Education Health Initiative, by majority vote, with the power of substitution for it and in its name to vote at the Annual Meeting of the Vermont Education Health Initiative, to be held on the 20th day of October 2020 or at any adjournment thereof, with all the powers it should possess if personally present through its authorized representative.

Please sign and date this section once you have chosen (a) or (b):

Dated at __________________________, Vermont, this ______ day of ______________, 20____.

This action is valid for one year [365 days] from the date of enactment, or until it is superseded by subsequent action of the member filed with the Trust.

Name of Member District

BY: ___________________________

TITLE: ___________________________