

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Special Called Meeting

Brunswick County Board of Supervisors Conference Room &

VIA Zoom

October 20, 2021

3:00 P.M.



IDA Board Meeting Minutes

The following Board Members were present:

Ms. Gloria Menyweather-Woods, Chair, Sturgeon District
Mr. Morris Taylor, Member, Vice-Chair, Red Oak District
Mr. Ray Thomas, Member, Secretary/Treasurer, At-Large
Mr. Will Ford, Member, Meherrin District – via Zoom
Ms. Arnika Green, Member, Powellton District

Also present:

Mr. Michael Dotti, Executive Director

The following were absent:

Mr. George Smith, Member, Totaro District
Dr. Arthur Jarrett Jr., Member, At-Large

I. Call to Order

The Chair called the meeting to order at 3:00 p.m. The Executive Director Michael Dottie informed all attendees that the meeting is held under the State guidelines for a Zoom meeting considering the Federal COVID Crisis.

II. Invocation and Pledge of Allegiance

The Chair asked the Executive Director of IDA Michael Dotti to give the Invocation and Pledge of Allegiance.

III. Approval of Agenda

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve the Agenda as presented

Upon vote of those present the motion was unanimously carried.

IV. New Business

A. Project Bank Account

The Executive Director stated that the IDA is working on two large projects (ODO Farms and Sledge & Barkley. The Executive Director mentioned that after speaking with the IDA Accountant it was agreed upon to set up to separate bank accounts that will report in the same manner as all other accounts. With the Agriculture project being in excess of \$4 million it will make for better accounting measures. There will also be other grant funding that will come to cover both projects. The Executive Director informed the Board that the IDA will need their permission to open the two accounts and will contact the members that

will need to sign the account codes. Mr. Ray Thomas proposed a question to the Executive Director on how staff time will be accounted. The Executive Director informed Mr. Ray Thomas and other Board Members that the grant writer's time is calculated by the hours spent working on the grants, which in the end is paid back through the administrative component of the grant. The Executive Director informed them that most grants have a 20 to 25% administrative component depending on the grant that can actually bill back staff time, which is why a grant writer pays for itself. Eventually you get enough grants, you will get enough to pay all the salaries. The Executive Director also informed the Board that not everything can be accounted. The Sledge & Barkley Grant will allow us to develop a website and market the property when completed. AFID Grant will not, the IDA was hoping to charge the Governor's Event but can't.

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve opening two bank accounts.

Upon vote of those present the motion was unanimously carried.

B. Browntown Farms AFID Grant

The Executive Director informed the Board of a letter the IDA received from Mr. Herb Brown from Browntown Farms. Mr. Brown is one of the original members of the Agricultural Task Force and has been working with them for three years. Mr. Brown has applied for a smaller AID Grant and it requires matching funds in the amount of \$12,500 and this is the group that gave almost \$150,000 towards the ODO Project. What Mr. Brown is doing lines up directly with the Organic Farm processing and what he's doing is working on the Farmers Market and taking produce to Petersburg, Virginia. Mr. Brown needs a larger refrigerator and we will do this with our typical plan. We will put a lean on the equipment for three years. If the business is successful in the given three years the equipment will become Mr. Brown's. If it's not a success it will revert back to the IDA or use on another project. The good news is the IDA has done this on three occasions, and none of the equipment has returned and all the businesses are still growing. In essence, that protects the citizen's money in the event that the project doesn't move forward. The IDA needs a motion from the Board to approve the grant funding.

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve grant funding for Mr. Brown.

Upon vote of those present the motion was unanimously carried.

V. Closed Session

MOTION TO CONVENE CLOSED MEETING

October 20, 2021

Mr. Ray Thomas moved, seconded by Ms. Arnika Green that the Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a)(7) another matter requiring the provision of legal advice by counsel.

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Ray Thomas and seconded by Mr. Morris Taylor that the Board certify that to the best of each Board member's knowledge:

- (i) only public business matters lawfully exempted from the open session requirement by Virginia law were discussed in closed session to which this certification applies, and
- (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board.

Roll Call Vote:

Voting Aye: Ms. Gloria Menyweather-Woods, Mr. Morris Taylor, Mr. Ray Thomas, Mr. Will Ford, Ms. Arnika Green

Voting Nay: None

Absent During Vote:

Absent During Meeting: Mr. George Smith, Member, Dr. Arthur Jarrett Jr.

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green that the Board approve the clearing, surveying and sale of 1 acre of land not to exceed \$1,200.

Upon vote of those present, the motion was unanimously carried.

VI. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green that the meeting be adjourned.

Upon vote of those present the motion was unanimously carried.

The October 20, 2021 Board of Directors Special Called meeting of the Brunswick County Industrial Development Authority was adjourned at 3:40 p.m.