Secretary's initials of approval ___*QOK*___

Preparer's initials __*QCB*___

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting

100 Athletic Field Road
Brunswick County Conference Center
August 11, 2026, at 6:00 P.M.

IDA Board Meeting Minutes

The following Board Members were present:

Mrs. Jean Moody, Chair, Meherrin District
Dr. Arthur Jarrett Jr., Vice-Chair, At-Large
Mr. Quintin Kelly, Secretary / Treasurer /Clerk, Powellton District
Mr. Floyd Moore, Sturgeon District
Dr. Morris Taylor, Red Oak District
Dr. Ronald Thornhill, Totaro District
Mr. Ervin Moore, At-Large

Also Present:

Mr. Jeffery Reed, IDA Executive Director
Ms. April Beaty, IDA Office Manager
Mrs. Tessie Bacon, IDA Attorney
Dr. Barbara Jarrett-Harris, Board Liaison, Brunswick County Board of Supervisors
Mrs. Dixie Daniels, Tourism, Marketing & Social Media Manager

I. Call to Order

The Chair called the meeting to order at 6:00 p.m.

II. Invocation and Pledge of Allegiance

Dr. Ronald Thornhill gave the Invocation and Pledge of Allegiance

III. Approval of Agenda

Motion: Dr. Ronald Thornhill motioned, seconded by Mr. Floyd Moore, approves adding Close Session item to the board meeting agenda.

Upon vote of those present motion was unanimously carried.

IV. Approval Of Minutes

Motion: Dr. Arthur Jarrett motioned, seconded by Dr. Ronald Thornhill, to approve July 14, 2026, Regular Schedule Board Meeting Minutes.

Upon vote of those present motion was unanimously carried.

V. Consent Agenda

Motion: Mr. Ervin Moore motioned, seconded by Mr. Floyd Moore, to approve the July 2026 Financial Statement.

Upon vote of those present motion was unanimously carried.

VI. Executive Director's Report

Mr. Jeffrey Reed, IDA Executive Director, Jeff Reed updates on a local business project with Columbia Gas, explaining that he helped act as a conduit for a meeting between a large local gas user and Columbia Gas representative Gina Sloane White. He notes there are capacity constraints on both the Transco Intercontinental Pipeline through Brunswick County and the line to the Dominion power plant, but the parties believe they may have worked through those issues and can potentially move forward with the opportunity.

Mr. Reed attended an energy policy meeting in Danville at the invitation of the Virginia Secretary of Commerce and Trade, where he strongly and vocally advocated that the state incorporate biomass into its energy strategy as a benefit for Brunswick County and rural Virginia. He noted that this advocacy could potentially conflict with the state's zero-carbon policy but emphasized that biomass could still fit the strategy with proper environmental controls, including cleaning and scrubbing of smokestacks.

He also attended a Roanoke River Trails meeting to better understand the long-term plans for the Tobacco Heritage Trail running next to Turntable Park and to begin building relationships with that organization.

Jeff Reed reports on a two-hour roundtable meeting among partners, including the Town of Lawrenceville, EDD, and the IDA, where each organization shared current activities, needs, and opportunities for mutual support. They discussed downtown initiatives, gaps that might be filled with additional support from Economic Development and the IDA, and potential plans and strategy for Turntable Park. The group agreed to meet quarterly going forward and scheduled the next partners' meeting for November 8 at 10:00 a.m. at the IDA office, with Jeff planning to bring a more formal written report back to the board at a future meeting.

Quintin Kelly asks whether the additional Tobacco Commission loan for the packaging plant is just a placeholder and whether the team is still pursuing New Markets Tax Credits. Jeff confirms they are still pursuing the tax credits but says the EDA's deadline to expend its funds is approaching quickly, so the Tobacco Commission loan is needed to keep the

project moving while they await a definitive answer on New Markets Tax Credits. Jeff adds that he is working to get a meeting scheduled as soon as possible and says the evening's resolution is intended to help preserve the funding already secured.

VII. Citizens Comments
(Citizens are allotted three (3) minutes to speak)

No citizens commented

VIII. New Business

i. DRAFT – Marketing Plan Presentation

Mr. Reed presents a draft marketing plan, emphasizing that it is a work in progress and open to feedback. The plan includes a Facebook campaign with a calendar of events and topics, and a LinkedIn campaign targeting economic development professionals. He also integrated the IDA's 2023 strategic plan into the marking plan, focusing on industrial development.

ii. TRRC Loan - Resolution

Mr. Reed requests authorization to sign the Virginia Small Business Financing Authority loan documents for the Tobacco Commission loan. The loan is $4 million, with the IDA using the funds to construct the vegetable packaging plant facility. The loan agreement will be updated to reflect the additional $2 million, and payments will start 18 months after the loan closes.

Motion: Dr. Ronald Thornhill motioned, seconded by Dr. Arthur Jarrett, approves to authorize the chair to sign the loan documents.

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

IX. Old Business

i. Assigning New Committee

The board briefly reviews the committee list Jeff inherited, including Executive & Finance, Planning, Education & Scholarship, and Project/Prospect Review, and confirms most of the existing assignments. On the Education & Scholarship Committee, members note that three people were listed even though only two should serve, and Arthur Jarrett volunteers to step off so that Dr. Taylor and Dr. Thornhill remain.

Members express concern that the daytime meeting times printed on the committee sheet are no longer realistic for a board where most members work, and they discuss moving committee meetings to evening times instead.
The Project and Prospect Review Committee keeps a more flexible schedule because it often must meet with prospects during business hours.

Motion: Dr. Ronald Thornhill motioned and seconded by Mr. Floyd Moore, approves to set standing committee meetings at 6 p.m. to align with regular IDA board meetings, allow participation after work hours, and permit committees to meet by phone or teleconference when appropriate.
Upon vote of those present, the motion was unanimously carried.

ii. Revising Salary Line Item in FY27 Budget

Mrs. Jean Moody tablet discussion until closed session.

iii. Office HVAC

The board discusses the need for an annual HVAC service contract to maintain the system's efficiency and improve reliability. Mr. Reed reports that both rooftop units recently needed significant Freon, that the newer unit has leaking coils and is under warranty for parts, and that the IDA will still owe labor and refrigerant costs. He says staff have been keeping the office around 78 degrees by cycling the system and using the cooler back area, and he recommends putting both units under an ongoing maintenance contract with twice-yearly service quotes from bidders such as Sheriff HVAC LLC, Wallace Tucker, Price Electrical, and others, noting rooftop access could affect pricing.

X. IDA Board of Director's Comments

No Board member commented

XI. Closed Session

MOTION TO CONVENE CLOSED MEETING

August 11, 2026

Mr. Quintin Kelly motioned, seconded by Dr. Arthur Jarrett Jr., that The Industrial Development Authority of Brunswick County Virginia board members convene in closed session meeting to discuss the following:

i. As permitted by Virginia Code Section 2.2-3711 (a) (1), a personnel matter involving, Salary or other compensation of specific employee – Administration, the amount and payment of salary and benefits.

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Quintin Kelly that the Board certifies that to the best of each Board members 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: Mrs. Jean Moody | Dr. Arthur Jarrett | Mr. Quintin Kelly | Mr. Floyd Moore Dr. Morris Taylor | Dr. Ronald Thornhill | Mr. Ervin Moore

Voting Aye: Mrs. Jean Moody | Dr. Arthur Jarrett | Mr. Quintin Kelly | Mr. Floyd Moore Dr. Morris Taylor | Dr. Ronald Thornhill | Mr. Ervin Moore

Voting Nay:

Absent During Vote:

Absent During Meeting:

XII. Adjournment

Motion: Mr. Quintin Kelly motioned, seconded by Dr. Ronald Thornhill, that the meeting on August 11, 2026, meeting be adjourned.
Upon vote of those present, the motion was unanimously carried.

On August 11, 2026, the Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 8:15 p.m.