

*Secretary's initials of approval* QOK

*Preparer's initials* CB

**BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY**

**Board of Directors Meeting**

100 Athletic Field Road

Brunswick County Conference Center

May 13, 2025, at 6:00 P.M.

**IDA Board Meeting Minutes**

**The following Board Members were present:**

Dr. Morris Taylor, Chairman, Red Oak District  
Mr. Quintin Kelly, Secretary / Treasurer, Powellton District  
Dr. Arthur Jarrett Jr., At-Large  
Mr. Ervin Moore, At-Large  
Dr. Ronald Thornhill, Totaro District  
Mr. Floyd Moore, Sturgeon District

**Also Present:**

Mr. Jefferey Reed, IDA Executive Director  
Ms. Tessie Bacon, IDA Attorney  
Ms. April Beaty, Office Manager  
Dr. Barbara Jarrett-Harris, Board Liaison, Brunswick County Board of Supervisors  
Mrs. Glenda Gilliam, Brunswick County Board of Supervisors  
Ms. Leslie Weddington, County Administrator, Brunswick County  
Ms. Alfreda Jarrett-Reynolds, Economic Director, Brunswick County  
Ms. Ann Williams, Town Council, Town of Lawrenceville  
Mrs. Dixie Daniels, Tourism, Marketing, and Social Media Manager  
Mr. Randy Lynch, Town of Lawrenceville, Town Manager  
Ms. Sylvia Allen, Brunswick Gazette, Reporter  
Mrs. Cherie Nielsen, Citizen

**The following were absent:**

Mrs. Jean Moody, Vice-Chair, Meherrin District  
Ms. Lawanda Tatum, Mayor of Lawrenceville  
Mayor Don Dugger, Mayor Town of Brodnax  
Ms. Robert Hayes, Mayor of Alberta

**I. Call to Order**

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

**II. Invocation and Pledge of Allegiance**

The Chair gave the Invocation and Pledge of Allegiance

**III. Approval of Agenda**

**Motion:** Dr. Arthur Jarrett, Jr. motioned, seconded by Mr. Floyd Moore, to remove item i, under Old Business.

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

**IV. Approval Of Minutes**

**Motion:** Mr. Floyd Moore motioned, seconded by Dr. Arthur Jarrett, Jr., to approve April 8, 2025, Regular Schedule Board Meeting Minutes and April 17, 2025, BCIDA BOD & BC BOS Joint Board Meeting.

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

**V. Consent Agenda**

**Motion:** Dr. Arthur Jarrett, Jr., motioned, seconded by Mr. Floyd Moore to approve the April 2025 Financial Statement.

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

**VI. Executive Director's Report**

Mr. Jeff Reed, IDA Executive Director, thanked everyone for the warm welcome in Brunswick County and appreciated everyone stopping by the office to introduce themselves. Mr. Reed stated he has set up meetings and met with some of the County officials as well as our current project developers. Mr. Reed currently attended the Select USA Investment Summit in Washington D.C. This Summit draws more than 5,500 attendees, you can expect to meet Economic Development Organizations representing the U.S. states and territories, more than 2,700 business investors with representation from 100+ countries, and industry experts who will provide insight and advice on how to make your move in the U.S. In addition to the plenary sessions, armchair discussions, panels, academy sessions, pitching sessions, and programs on our traditional agenda, participants can explore the Exhibition Hall featuring hundreds of EDOs, service providers and industry experts. Connect with representatives from 50+ states and territories, companies from 100+ countries, industry experts, and government officials to make investment deals happen. Also, gather advice and information from policy and industry experts in 100+ sessions providing actionable instruction on everything from developing a workforce to understanding incentives.

**VII. Citizens Comments**

**(Citizens are allotted three (3) minutes to speak)**

*No Citizens Commented*

**VIII. New Business**

**i. Water Capacity / Waterworks**

Mr. Randy Lynch, Town of Lawrenceville, Town Manager provides details on the current water and wastewater capacity, including a reserved of around 680,000 gallons. He also

discussed water quality issues and the efforts to address them, including coordination with the Virginia Health Department and engineers.

ii. **Taste of Brunswick Festival Ad**

Mrs. April Beaty, Office Manager, requested approval from the Board for a half-page advertisement in the Taste of Brunswick Festival brochure.

**Motion:** Dr. Arthur Jarrett, Jr. motioned, seconded by Mr. Quintin Kelly, to advertise a half page for the Taste of Brunswick Festival brochure.

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

iii. **Executive Director Credit Card**

The Board of Directors discussed with the Executive Director obtaining an IDA credit card, for major purchases, and tracking business-related costs.

**Motion:** Dr. Arthur Jarrett, Jr. motioned, seconded by Mr. Quintin Kelly to allow Mr. Reed to obtain an IDA Business Credit Card.

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

iv. **2025 – 2026 Board Meeting Dates**

The Office Manager will follow up at the June Board meeting due to incorrect dates.

IX. **Old Business**

i. **Small Purchase Policy**

The Office Manager asked that the board allow the Executive Director to purchase goods and services under the small purchase policy.

**Motion:** Dr. Arthur Jarrett, Jr. motioned, seconded by Dr. Ronald Thornhill, to allow Mr. Reed to procure services under the small purchase policy, until revised at a later date.

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

ii. **304 New Hicks St. Repairs**

**Motion:** Mr. Quintin Kelly motioned, seconded by Mr. Ervin Moore, to approve RVA Roofing company to repair one coupling on the roof vent pipe and add support.

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

X. **IDA Board of Directors Comments**

Board Members expressed their support and welcome to Mr. Jeff Reed.

**Motion:** Mr. Quintin Kelly motioned, seconded by Mr. Ervin Moore, that the board take recess for 20 minutes until legal counsel arrives to attend the meeting.

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

**Motion:** Mr. Quintin Kelly motioned, seconded by Mr. Floyd Moore, that the board reconvene the board meeting.

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

XI. Closed Session

**MOTION TO CONVENE CLOSED MEETING**

**May 13, 2025**

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

- i. As permitted by Virginia Code Section 2.2-3711(a) (1), a personnel matter involving the Executive Director contract and Gloria Menyweather-Woods.
- ii. As permitted by Virginia Code Section 2.2-3711(a) (3) a matter involving the disposition of publicly held real property, Sledge & Barkley's 3<sup>rd</sup> Amendment and 304 New Hicks Street.
- iii. As permitted by Virginia Code Section 2.2-3711(a) (7), consultation with legal counsel pertaining to an update on litigation for 804 Builders.
- iv. As permitted by Virginia Code Section 2.2-3711(a) (8), a matter involving consultation with legal counsel for Pinecrest Apartment Agreement and legal counsel for RFP Contractors.

**CERTIFICATION AFTER CLOSED SESSION**

Motion by Mr. Quintin Kelly that the Board certifies 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:** Mr. Morris Taylor, Chair, Red Oak District | | Mr. Quintin Kelly, Powellton, District Secretary / Treasurer | Dr. Arthur Jarrett Jr., At-Large | Mr. Ervin Moore, Jr., At-Large | Dr. Ronald Thornhill, Totaro District | Mr. Floyd Moore Sturgeon District

**Voting Aye:** Mr. Morris Taylor, Chair, Red Oak District | | Mr. Quintin Kelly, Powellton, District Secretary / Treasurer | Dr. Arthur Jarrett Jr., At-Large | Mr. Ervin Moore, Jr., At-Large | Dr. Ronald Thornhill, Totaro District | Mr. Floyd Moore Sturgeon District

**Voting Nay:**

**Absent During Vote:** Mrs. Jean Moody, Vice-Chair, Meherrin District |

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**Motions:** Mr. Quintin Kelly motioned, seconded by Mr. Ervin Moore, to ratify the Executive Director's contract with changes made, with IDA officers' signatures.

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

**Motion:** Dr. Arthur Jarrett, Jr. motioned, seconded by Dr. Ronald Thornhill to approve Gloria Menyweather Woods to work in the IDA office for \$15 an hour as needed by Mr. Reed.

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

## **XII. Adjournment**

**Motion:** Mr. Quintin Kelly motioned, seconded by Dr. Arthur Jarrett, Jr., that the meeting be adjourned.

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

The May 13, 2025, the Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 7:18 p.m.