

Secretary's initials of approval QK

Preparer's initials OB

**BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY**

**Board of Directors Meeting**

100 Athletic Field Road

Brunswick County Conference Center

September 10, 2024, at 6:00 P.M.

**IDA Board Meeting Minutes**

**The following Board Members were present:**

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

**Also Present:**

Ms. Tessie Bacon, IDA Attorney  
Dr. Barbara Jarrett-Harris, Board Liaison, Brunswick County Board of Supervisors  
Ms. Leslie Weddington, County Administrator, Brunswick County  
Ms. Alfreda Jarrett-Reynolds, Economic Director, Brunswick County  
Ms. Anne Williams, Town Council, Town of Lawrenceville  
Ms. Sylvia Allen, Brunswick Gazette, Reporter

**The following were absent:**

Ms. Lawanda Tatum, Mayor of Lawrenceville  
Mayor Don Dugger, Town of Brodnax Mayor  
Ms. Robert Hayes, Mayor of Alberta

**I. Call to Order**

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

**II. Invocation**

Dr. Arthur Jarrett Jr. gave the Invocation

**III. Approval of Agenda**

**Motion:** Dr. Arthur Jarrett Jr motioned, seconded by Mrs. Jean Moody, to approve the board meeting agenda.

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

**IV. Approval Of Minutes**

**Motion:** Mrs. Jean Moody motioned, seconded by Dr. Arthur Jarrett to approve August 13, 2024 regular schedule board meeting minutes, August 26, 2024, special board meeting minutes and August Board Meeting Motions.

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

**V. Consent Agenda**

**Motion:** Mrs. Gloria Menyweather-Woods motioned, seconded by Dr. Arthur Jarrett Jr to approve the July 2024 Financial Statement and August 2024 Bank Reconciliations, Check List & Deposit List.

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

**VI. Project Associate Director Report**

The Project Associate Director was not present at this meeting, but the report was placed in the board member's packet. The Chairman stated, contact the Project Associate Director at the IDA office, if any board member has any questions.

**VII. Citizens Comments**

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

Ms. Ann Williams, of Lawrenceville, Virginia, asked the Board of Directors and IDA staff a few questions; should the caboose at the Turntable Park move to another location, since it's on the IDA's property? Who will assume the liability of the caboose on IDA property?

Ms. Williams raised a concern about the IDA owning buildings that prevent the town from collecting real estate taxes and generating revenue. Does the IDA intend on bringing economic development of these properties to assist the town revenues? She asked, is the IDA and County, working in partnership with US Forestry, USDA and Extension Services to develop a more successful plan for rural assets? She implies, the surrounding Counties are growing with economic development and instead of business with chemicals and food, think about using farmland or hop/beer manufacturing. Lastly, Ms. Williams expressed there are different sorts of things that could be generated within the county to help move Brunswick County's Economic Development forward. The County does not need any foreign entities coming into the county and not helping the county move forward.

**VIII. New Business**

**i. Executive Director Job Description**

The Personnel Committee formed a job description that explains the Performance Expectations, Qualifications, Education, Experience, Personal Traits, and Desired Characteristics. Several of the Board of Director's concerns were the salary range, is it geographically possible to find a qualified employee, and to add measurable expectations or goals to the description. The Board decided to revisit the Executive Director Job Description at the next board meeting are made.

**IX. Old Business**

**i. IDA Parking Lot**

In response to Mr. Charles Vaughan’s request to relocate his 53-foot trailer to the grass-covered area next to the IDA’s parking lot for storage of products for his business.

**Motion:** Dr. Arthur Jarrett, Jr motioned, seconded by Gloria Menyweather-Woods to allow Mr. Charles Vaughan to put down gravel and move his 53-foot trailer to the grass covered area.

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

**ii. Greenhouse Credits Agreements**

**Motion:** Dr. Ronald Thornhill motion, seconded by Gloria Menyweather-Woods allowing the Chairperson and Secretary/Treasurer to sign the Greenhouse Credits Agreement.

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

**X. IDA Board Comments**

Mr. Quintin Kelly informed the Board he was invited to participate in a career, workforce readiness presentation at James Solomon Russell Middle School along with Mr. Buck Brockwell of Lawrenceville Town Council. Mr. Kelly and Mr. Brockwell had the pleasure of speaking with the 6<sup>th</sup> grade keyboarding and typewriting class, 7<sup>th</sup> grade career in investigations class and 8<sup>th</sup> grade digital application class. Courtesy of Southside Virginia Community College Mr. Kelly gave the board members sunshades.

Dr. Arthur Jarrett, Jr. mention to the Board, he wanted to commend Mrs. Gloria Wesson Menyweather-Woods for being invited to speak at the 80<sup>th</sup> anniversary celebration of the Baptist Minister’s Wives Council of Nebraska.

The Chairman noted the meals for the meeting tonight where from The Kitchen Table in Gasburg, Virginia.

**XI. Closed Session**

**MOTION TO CONVENE CLOSED MEETING**

**September 10, 2024**

Mr. Quintin Kelly motioned, seconded by Dr. Ronald Thornhill 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) (3), a matter involving the disposition of publicly held real property.
- ii. As permitted by Virginia Code Section 2.2-3711(a) (7), consultation with legal counsel, or a briefing by staff members or consultants pertaining to 304 New Hicks Street. The pending case of probable litigation regarding 304 New Hicks St.

- iii. As permitted by Virginia Code Section 2.2-3711 (a) (8), a matter involving consultation with legal counsel employed by legal counsel regarding specific legal matters including the collectability of notes and Deeds of Trust.

#### CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Quintin Kelly 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:** Mr. Morris Taylor, Chair, Red Oak District | Mrs. Jean Moody, Vice-Chair, Meherrin District | Mr. Quintin Kelly, Powellton, District Secretary / Treasurer | Dr. Arthur Jarrett Jr., At-Large | Mr. Ervin Moore, Jr., At-Large | Ms. Gloria Menyweather-Woods, Sturgeon District | Dr. Ronald Thornhill, Totaro District

**Voting Aye:** Mr. Morris Taylor, Chair, Red Oak District | Mrs. Jean Moody, Vice-Chair, Meherrin District | Mr. Quintin Kelly, Powellton, District Secretary / Treasurer | Dr. Arthur Jarrett Jr., At-Large | Mr. Ervin Moore, Jr., At-Large | Ms. Gloria Menyweather-Woods, Sturgeon District | Dr. Ronald Thornhill, Totaro District

**Voting Nay:**

**Absent During Vote:**

**Absent During Meeting:**

**Motion:** Mr. Quintin Kelly, seconded by Dr. Ronald Thornhill, to authorize the IDA Attorney to further negotiate with another attorney regarding 304 Hicks Street.

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

## XII. Adjournment

**Motion:** Dr. Ronald Thornhill motioned, seconded by Mrs. Jean Moody that the meeting be adjourned.

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

The September 10, 2024, Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 7:37 p.m.