

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868
July 9, 2019
Meeting Time: 6:00 P.M.

IDA Board Meeting Minutes

The following Board Members were present:

Ms. Gloria Menyweather-Woods, Chair, Sturgeon District
Mr. Morris Taylor, Vice-Chair, Red Oak District
Mr. Ray Thomas, Secretary/Treasurer, At-Large
Mr. William Brown, Member, At-Large
Mr. Will Ford, Member, Meherrin District
Ms. Arnika Green, Powellton District
Dr. Charlette Woolridge, County Administrator,
Ex-Officio Member
Mr. Buck Brockwell, Ex-Officio Member

Also present:

Mr. Michael Dotti, Director of Business
Ms. Tessie Bacon, IDA Attorney

The following were absent:

Mayor Curt Williams, Ex-Officio Member
Mr. Andrew Dugger, Ex-Officio Member

Other officials/guests present:

Mr. Carthan Currin, Economic Director, Brunswick County
Mr. C. J. Dean, Manager, Town of Lawrenceville

I. Call to Order

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

II. Invocation and Pledge of Allegiance

The Chair asked everyone to join her in the Invocation and Pledge of Allegiance to the United States flag.

III. Approval of Agenda

Motion: Mr. William Brown moved, seconded by Mr. Ray Thomas, to approve the Agenda as presented.

Upon vote of those present, the motion was unanimously carried

IV. Citizens Comments - None

V. Approval of Minutes

Regularly Scheduled Meeting – June 11, 2019

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the minutes of the June 11, 2019 *Regularly Scheduled meeting* as presented.

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

VI. Consent Agenda

May 2019 Financial Report

June 2019 Checkbook Register

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that the May 2019 Financial Report and June 2019 Checkbook Register be approved.

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

VII. New Business

A. Office Computers

The IDA Business Director said effective January 1, 2020 Microsoft will no longer support the software currently installed on the IDA office computers. He requested approval from the Board to purchase new computer systems not to exceed \$3,000.00.

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve the purchase of new office computers not to exceed \$3,000.00.

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

B. Grant Writer Resumes

The IDA Business Director said over fifteen (15) resumes had been received for the grant writer position and the deadline for applications to be submitted is July 15, 2019.

C. September Business Conference

The IDA Business Director said a “Open for Business” conference is being planned and will be geared towards expanding and developing economic development while providing attendees with information on tax credits, zoning, grant availability and much more.

D. ADA Listening System

Research is currently underway to purchase an ADA listening system that can be used when conducting IDA Business meetings for the hearing impaired.

E. FY 2019-2020 IDA Officers/Committees

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown to re-elect the current slate of IDA officers for the 2019-2020 fiscal year.

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

F. July Seminar – Mike Dotti

The Business Director said he plans to attend a two-day conference in Lynchburg, Virginia later in the month on small town development.

VIII. Old Business - None

IX. Business Liaison Director's Report
Attached

X. Board of Directors' Comments

Ex-Officio Mr. Buck Brockwell complimented the IDA on the launch of the new website. He also encouraged Board members to visit the VEDP site to learn about site availability in Virginia.

Board Member Mr. Ray Thomas encouraged everyone to attend the Special Permit Hearing at the Lawrenceville Town Office on July 23, 2019 beginning at 7:30 p.m.

XI. Closed Session

MOTION TO CONVENE CLOSED MEETING

July 9, 2019

Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that this Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a)(1) Other specific personnel matter.

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Ray Thomas 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.

Motion seconded by Mr. Morris Taylor.

Roll Call Vote:

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

Voting Nay: None

Absent During Vote: Mr. Bill Hudson

Absent During Meeting: Mr. Bill Hudson

Ms. Gloria Menyweather-Woods invited everyone to attend the ribbon cutting for the James Solomon Russell Saint Paul's College Museum and Archives on August 10, 2019 beginning at 1:00 p.m. at the Brunswick Conference Center located at 100 Athletic Field Drive, Lawrenceville, Virginia.

XII. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that the meeting be adjourned.

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

The July 9, 2019 Board of Directors' Meeting of the Brunswick County Industrial Development Authority was adjourned at 6:50 p.m.

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868

Special Meeting

July 23, 2019

6:00 p.m.

The following Board Members were present:

Ms. Gloria Menyweather-Woods, Chair
Mr. Ray Thomas, Sec./Treas.
Mr. William Brown, Member
Mr. Will Ford, Member

Also present:

Mr. Mike Dotti, Business Liaison Director
Ms. Tessie Bacon, IDA Attorney

I. Call to Order

The Chair, Ms. Gloria Menyweather-Woods, called the meeting to order at 6:00 p.m.

II. Approval of Agenda

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown to approve the agenda as presented.

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

III. Closed Session

A. Discussion concerning a prospective business or industry

MOTION TO CONVENE CLOSED MEETING

July 23, 2019

Mr. Ray Thomas moved, seconded by Mr. Will Ford that this Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a)(5), a matter involving the

Discussion concerning a prospective business or industry

CERTIFICATION AFTER CLOSED SESSION

WHEREAS, the Board of Directors of the Industrial Development Authority of Brunswick County, Virginia, has convened a closed meeting on this date pursuant to an

affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Board of Directors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Industrial Development Authority of Brunswick County, Virginia, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Directors.

Roll Call Vote:

Voting Aye: Mr. Ray Thomas, Mr. William Brown, Mr. Will Ford, Ms. Gloria Menyweather-Woods

Voting Nay: None

Absent During Vote: Ms. Arnika Green, Mr. Bill Hudson, Mr. Morris Taylor

Absent During Meeting – Ms. Arnika Green, Mr. Bill Hudson, Mr. Morris Taylor

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown that the money from the sale of the Brunswick Office Center be used as seed money for future IDA projects minus the reimbursement for the roof repairs done to the building.

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

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the grant application for upgrades and improvements to the former Sledge and Barkley building located at 307 N. Main Street, Lawrenceville, Virginia.

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

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown to approve the grant application for improvements to the Brunswick Industrial Park.

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

IV. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford that the meeting be adjourned.

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

The July 23, 2019 Special Meeting of the Board of Directors of the Brunswick County Industrial Development Authority was adjourned at 6:25 p.m.