

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868
January 24, 2017

(rescheduled from January 10, 2017 due to inclement weather)
5:30 p.m.

IDA Board Meeting Minutes

The following Board Members were present:

Mrs. Gwendolyn McMillan, Chair
Mr. Morris Taylor, Vice-Chair
Mr. William Brown, Member
Mr. Michael Dotti, Member
Mrs. LaVerne Jolly, Member
Mr. Ray Thomas, Member

Also present:

Ms. Joan Moore, Executive Director

The following were absent:

Dr. Robert Satcher, Member
Dr. Charlette Woolridge, County Administrator
Ex-Officio Member
Ms. Diane Ashley, Ex-Officio Member
Mr. Buck Brockwell, Ex-Officio Member
Mr. Ben Spence, Ex-Officio Member

I. Call to Order

The Chair, Mrs. Gwendolyn McMillan, called the meeting to order at 5:35 p.m.

II. Approval of Agenda

The Executive Director requested that the following item be added to the Agenda:
Under Item “VI. New Business:” A. Proposed Budget.

Motion: Mr. Ray Thomas moved, seconded by Mr. Michael Dotti to approve the agenda with the addition as requested.

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

III. Citizens Comments- None

IV. Approval of Minutes

Regularly Scheduled Meeting – December 13, 2016

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the minutes of the December 13, 2016 as presented.

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

V. Consent Agenda

A. November 2016 Financial Report

B. December 2016 Checkbook Register

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the November 2016 Financial Report and December 2016 Checkbook Register as submitted.

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

VI. New Business

A. Proposed Budget

The Executive Director informed the Board that the proposed budget for the Fiscal Year ending June 30, 2018 must be submitted to the County Administrator by February 3, 2017. She noted that a draft budget had been sent to the Board members for their review. She said that the Operations/Office proposed budget line items have not changed significantly or at all in some instances from last year. However, she said under Capital Projects on page 5 a list of projects are being proposed. She went on to say that the funding for Infrastructure Planning is essential as the IDA works to expand the county's water and sewer capability. She also said funds are needed to help with the acquisition of industrial land. After some discussion the Board approved the proposed budget.

Motion: Mr. Michael Dotti moved, seconded by Mr. Ray Thomas, to approve the proposed budget for the Fiscal Year ending June 30, 2018.

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

VII. Old Business

The Executive Director said she did not have any Old Business to discuss at this time. The IDA Chair said at last month's meeting she asked that a meeting of the Joint IDA and Board of Supervisors Brunswick County Conference Center Committee be scheduled to discuss items related to the building. She said a meeting had been scheduled for January 26, 2017.

Board Member Mr. Michael Dotti suggested that one of the next two monthly IDA Board meetings be held at the Brunswick County Conference Center. The Executive Director said that could be arranged but the IDA would need to advertise the change of location for the IDA monthly meeting.

VIII. Executive Director's Report

The Executive Director stated that her report had been provided for reading at the Board's convenience and she would just bring to the Board's attention a couple of things.

Virginia Economic Development partnership (VEDP): The VEDP is undergoing a restructuring. It has been reorganized and it has a new president and CEO that began this month, January 2017. Also, last year a JLARC (Joint Legislative Audit & Review Commission) report presented concerns about VEDP that must be addressed. The VEDP is the primary and premier economic development marketing operation for the State of Virginia.

Board Member Mr. Michael Dotti asked the Executive Director if the VEDP meetings were open to the Public. The Executive Director said she would find out the protocol on the VEDP meetings being open to the public and she would inform Mr. Dotti.

Board Member Mrs. Laverne Jolly asked what the difference is between the VEDP responsibilities and the Virginia Growth Alliance (VGA). The Executive Director said the VGA operates as a regional extension of the VEDP. She said several years ago State officials decided that it was not effective to have localities in close proximity to each other competing with each other for prospects. So the State initiated a plan that encouraged the establishment of regional collaboration. She said when the VEDP gets inquiries they forward that information to the Executive Director of the VGA. The VGA Executive Director informs the participating localities of inquiries he receives regarding industrial sites, building space and other interests.

Virginia Growth Alliance (VGA): During the month of December VGA participants were informed of four (4) business inquiries.

Tobacco Commission: On December 14, 2016 the Tobacco Commission approved the IDA application for funding to assist in the build-out of the old Southern State warehouse for a small business prospect. The project is now pending the prospect completing requirements to insure they are ready to establish the venture at the location.

This concluded the Executive Director's report, but stated she would be pleased to answer any questions from the Board.

The Chair, Mrs. Gwendolyn McMillan, said she had heard that a group has purchased the Saint Paul's College property and a theme park is planned to open in 2017. She said there is an e-mail circulating asking people to join a membership club by contributing \$144.00. The Executive Director said she would contact a representative from J. P. Morgan to find out more information related to the acquisition of the Saint Paul's College campus.

IX. Committee Reports

A. Personnel – None

B. Finance – None

C. Property – The Property Chair said the part of the waterline construction on Airport Drive has been repaired.

D. Marketing – None

Board Member Mr. Michael Dotti wanted to know who is responsible for updating the IDA website. The Executive Director said the IDA has an excellent firm that helps with updating the IDA website. Mr. Dotti was concerned about some corrections and updates. She said she was aware of several items that currently need updating on the website and she will have the Administrative Assistant forward that information to the IDA webmaster Glerin Solutions.

IDA Board of Directors’ Comments

Board Member Mr. Michael Dotti said he had a brainstorming idea he wanted to share with Board members. He said that County government, the IDA and the Chamber of Commerce should write a letter to the new President about bringing growth and jobs to Brunswick County. He suggested attaching a petition to the letter with signatures from the residents of Brunswick County, Virginia. He said by doing so it will show how everyone is working together as a community. The Executive Director said in government there is protocol and procedures. She said if proper protocol is not followed the IDA could offend those officials that do make sure Brunswick County gets what is needed and what is best for the County. She said the IDA must follow proper protocol as a government agency.

Board Member Mr. Ray Thomas said there will be a blood drive on Thursday, January 26, 2017 from 1:00 p.m. until 6:00 p.m. at the Lawrenceville Baptist Church.

The Chair, Mrs. Gwendolyn McMillan, said she was excited to read about the Scott’s plant winning the Plant of the Year award.

X. Board of Directors Brainstorming

Board Member Mr. Michael Dotti discussed his brainstorming ideas under the IDA Board of Directors’ comments. The Chair, Mrs. Gwendolyn McMillan, asked if there were other brainstorming comments from Board members. Board Member Mr. Ray Thomas suggested that Board members look at what businesses are thriving in other small towns and communities when traveling.

XI. Closed Session

MOTION TO CONVENE CLOSED MEETING

January 24, 2017

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

As permitted by Virginia Code Section 2.2-3711(a)(30), a matter involving a pending contract.

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: Mrs. Gwendolyn McMillian, Mr. William Brown, Mr. Michael Dotti, \ Mrs. LaVerne Jolly, Mr. Morris Taylor, Mr. Ray Thomas

Voting Nay: None

Absent During Vote: Dr. Robert Satcher

Absent During Meeting: Dr. Robert Satcher

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 January 24, 2017 Board of Directors Meeting of the Brunswick County Industrial Development Authority was adjourned at 7:09 p.m.