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**BRIGHTER
BOLDER
BUSINESS**

**MINUTES
BOARD OF DIRECTORS MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA
JULY 16, 2021**

RE: MEETING: The Board of Directors of the Industrial Development Authority of Halifax County, Virginia (IDA) held a regular IDA Board meeting on Friday, July 16, 2021, at 8:30 A.M. in the IDA Conference Room.

RE: MEMBERS PRESENT: Those in attendance at the time the meeting was called to order include Mr. Robert Bates, Mr. Rick Harrell, Mr. Jeremy Catron, Mr. Jeremy Satterfield, Dr. Nettie Simon-Owens, Mrs. Nancy Pool and Mr. Ryland Clark

RE: MEMBERS ABSENT:
None

RE: OTHERS PRESENT: Mr. Mike Davidson – IDA Interim Executive Director, Mrs. Kristy Johnson, Consultant, Ms. Blair Jeffress, IDA Operations Manager, Mr. Scott Simpson – Halifax County, County Administrator, Miranda Baines – Gazette Virginian and Liza Fulton- News and Record.

RE: MEETING CALLED TO ORDER: Mr. Robert Bates gave a prayer and then called the meeting to order at 8:30 a.m. It was determined that a quorum was present with seven members present.

RE: APPROVAL OF AGENDA:
Mr. Rick Harrell made a motion to approve the agenda, seconded by Mr. Jeremy Satterfield and was then duly carried by the Board.

RE: READING AND APPROVAL OF MINUTES:
Dr. Nettie Simon-Owens presented several grammatical corrections to the June 18, 2021 minutes. Mr. Jeremy Satterfield made a motion to approve the June 18, 2021 meeting minutes with the proposed corrections. Mr. Ryland Clark seconded the motion and the motion was then duly carried by the Board.

RE: REQUEST TO ENTER INTO CLOSED SESSION:
Motion was made by Mrs. Nancy Pool, seconded by Mr. Jeremy Satterfield, and duly carried by the Board that the Board go into closed session pursuant to Virginia Code Section 2.2-3711. That the purposes which are to be the subject of said executive or closed meeting shall be as follows:

- To discuss a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the businesses or industry's interest in locating or expanding facilities in the community, pursuant to Virginia Code Section 2.2-3711.A.5.
- To discuss real estate matters, Virginia Code Section 2.2-3711.A.3.
- To discuss personnel matters, pursuant to Virginia Code Section 2.2-3711.A.1.





- To discuss the award of a public contract involving the expenditure of public funds, including interviews of bidder or offerors, and discussion of the terms or scope of such contract, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the Board pursuant to Section 2.2-3711 A. 29. of the Code of Virginia (1950), as amended.

REQUEST TO RETURN TO REGULAR SESSION

Upon Motion by Mr. Rick Harrell, seconded by Mr. Jeremy Satterfield, then duly carried by the Board, that the body returned to regular session.

CERTIFICATION

Upon Motion by Mr. Rick Harrell, and seconded by Mrs. Nancy Pool the Board voted to take roll call certifying that to the best of the member's knowledge (i) only public business matters lawfully exempt from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard discussed or considered in the meeting by the public.

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mrs. Pool, Yes
Mr. Satterfield, Yes
Mr. Clark, Yes

RE: Action Taken on Items in Closed Meeting

Mr. Jeremy Satterfield made a motion to authorize IDA staff to execute the landlord documentation for its tenant TMI Auto Tech following legal review. The motion was seconded by Mr. Rick Harrell and duly carried by the board.

RE: Reports of Standing Committees and Officers

A. Finance Committee

1. Current Financials

Mr. Harrell presented the June 2021 Financial reports. Mr. Harrell commented on how all tenants were now paying rent, with Golden Piedmont's first rent payment occurring in June. Mr. Harrell stated that as the end of year financial report you can see that operationally the IDA had a surplus of roughly \$275,000, and that the IDA had significant capital investment in real estate projects using a large amount of IDA cash on hand. Mr. Rick Harrell made a motion to approve the June 2021 Financial Reports. Mr. Ryland Clark seconded the motion and was then duly carried by the Board.

B. Prospects & Properties Committee

Mr. Satterfield stated that the Prospects and Properties Committee will schedule the next meeting for the week of August 2nd.

C. Executive Committee

Mr. Bates stated that the Committee had not met.



D. Executive Director Search Committee

Mr. Bates stated that there was a meeting scheduled for July 23rd to discuss options for the final candidate. After discussion with the other board members the meeting for July 23rd was canceled.

Mr. Bates stated that the board will meet on another date and asked Ms. Jeffress to send out a doodle poll to receive all members availability for next meeting.

E. Interim Executive Director Report

Mr. Davidson welcomed Blair Jeffress as the new Operations Manager. Mr. Davidson stated that we are glad to have Ms. Jeffress join the team.

Mr. Davidson presented the Benchmark line of credit of \$1 million. Mr. Davidson stated that this line of credit was initially approved for the shell building construction project, and that the line of credit was set to expire in July 2021. Mr. Davidson stated that should the Board like to renew the line of credit it could be used for emergency cash flow and stated that this could be dropped down to \$500,000.

Mr. Scott Simpson noted that the Board of Supervisors approved a moral obligation for the line of credit and would like want some administrative procedures put in place on the use of funds should the IDA wish to renew the line of credit.

Mr. Davidson congratulated Dr. Nettie Simon-Owens for being appointed for the Henrietta Lacks Commission, informing the Board that she was appointed by the Governor to represent the IDA on the Commission.

Mr. Davidson presented an update on the IDA Executive Director search stating that after the interviews that took place on July 13th, the Search Committee has narrowed down applicants. He reiterated a meeting will be rescheduled for further discussion.

RE: Old Business

None

RE: New Business

A. Open Comment Period

- Mrs. Nancy Pool, No comment
- Mr. Scott Simpson, He mentioned the IDA and BOS working together in the past for the Broadband grant and state he would like to see this happened again in the future.
- Mr. Ryland Clark, No comment
- Dr. Nettie Simon-Owens, She welcomed Blair Jeffress to the IDA organization.
- Mr. Jeremy Satterfield, No comment
- Mr. Rick Harrell, He thanked the new staff and existing staff for the continued hard work.
- Mr. Jeremy Catron, No comment.
- Mr. Robert Bates, He welcomed Blair Jeffress and thanked the other staff.

RE: PUBLIC COMMENT

No public comment



RE: NEXT MEETING DATE

The IDA will hold the next scheduled meeting on August 20, 2021, at 8:30 A.M. in the Halifax IDA Conference Room.

RE: ADJOURNMENT:

Motion was made by Mr. Jeremy Satterfield, seconded by Mr. Ryland Clark, and was duly carried by the Board.

Respectfully Submitted:

Mr. Mike Davidson, IDA Interim Executive Director

Acknowledged:

Robert Bates, Chair