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**BRIGHTER  
BOLDER  
BUSINESS**

**MINUTES  
BOARD OF DIRECTORS MEETING  
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA  
DECEMBER 16, 2022**

**RE: MEETING:** The Board of Directors of the Industrial Development Authority of Halifax County, Virginia (IDA) held a regular IDA Board meeting on Friday, December 16, 2022, at 8:30 A.M. at the SOVA Innovation Hub.

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

**RE: MEMBERS ABSENT:**  
Mr. Ryland Clark\*

\*Mr. Clark arrived at 8:38 a.m.

**RE: OTHERS PRESENT:** Mrs. Kristy Johnson – IDA Executive Director, Ms. Blair Jeffress – IDA Operations Manager and Mr. Scott Simpson – Halifax County Administrator.

**RE: MEETING CALLED TO ORDER:** Mr. Rick Harrell called the meeting to order at 8:30 a.m. It was determined that a quorum was present with six members in attendance.

**RE: APPROVAL OF AGENDA:** Mr. Jeremy Satterfield made a motion to approve the agenda, seconded by Dr. Nettie Simon-Owens, and duly carried by the Board.

**RE: READING AND APPROVAL OF MINUTES:** Dr. Nettie Simon-Owens made a motion to approve the November 18, 2022 meeting minutes, seconded by Mr. Jeremy Satterfield and duly carried by the Board.

**RE: REQUEST TO ENTER INTO CLOSED SESSION:** Motion was made by Dr. Nettie Simon-Owens 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.





\*Dr. Nettie Simon-Owens left the meeting at 9:00 a.m.

**RE: REQUEST TO RETURN TO REGULAR SESSION**

Upon motion by Mr. Jeremy Catron, seconded by Mr. Jeremy Satterfield then duly carried by the Board, that the body return to regular session.

**CERTIFICATION**

Upon motion by Mr. Jeremy Catron and seconded by Mr. Jeremy Satterfield the Board voted to take a 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. Harrell, Yes  
Dr. Simon-Owens, Yes\* (certified prior to departure)  
Mrs. Pool, Yes  
Mr. Satterfield, Yes  
Mr. Clark, Yes  
Mr. Catron, Yes

**RE: Action Taken on Items in Closed Meeting**

Mr. Jeremy Satterfield made a motion to authorize the Executive Director to execute a lease with The Center for Pediatric Therapies for 3,000 square feet of office space in suite 4 of building one at 1100 Confroy Drive. This motion was seconded by Mrs. Nancy Pool and was then duly carried by the Board.

**RE: Reports of Standing Committees and Officers**

**A. Finance Committee  
Current Financials**

Mrs. Pool presented the November 2022 financials to the Board. She explained that she did not find anything on the reports that looks out of line.

Mrs. Johnson stated that IDA staff will continue to monitor and track expenses.

Mrs. Nancy Pool made a motion to approve the November 2022 financials, seconded by Mr. Jeremy Satterfield and duly carried by the Board.

**B. Prospects & Properties Committee**

Mr. Satterfield stated that the Committee met on December 9, 2022 and will provide an update on that meeting soon.

**C. Executive Committee  
None**

**D. Executive Director Report**

Mrs. Johnson gave an update on the last few weeks. She stated that she has had several BRE visits, the IDA hosted IperionX for construction and design planning, and she mentioned that the audit field work had been completed.

Mrs. Johnson stated that she participated in the Halifax Vocational Education Foundation meeting and noted that there is a lot of great collaboration happening with CTE efforts. She stated that she enjoyed participating in the Community Wide Strategic Plan forums and stated that overall, it was a great turn out.

Mr. Simpson stated that he enjoyed going out in the community and appreciated the feedback received from the citizens in the community.

Mrs. Johnson stated the implementation team will continue to work as a team to make a positive impact in the community through the efforts of the strategic plan.

Mrs. Johnson gave an update on her local and regional participation and her engagement with other community leaders.

Ms. Jeffress mentioned the HYPE Career Connect event and stated that this event has the opportunity to reach more students. She expressed that the goal is to host this event every winter and spring. Mrs. Johnson stated that this will be a great opportunity to promote the Live Here Work Here Campaign and promote video footage of the event and future events.

Mrs. Johnson mentioned that the IDA staff is continuing to participate in different events in the community such as Leadership Halifax County and ringing the bell for the Salvation Army. She stated that the IDA is looking forward to closing out the year and planning for another successful year in 2023.

**RE: Old Business:**

**RE: New Business:**

**A. Open Comment Period**

- Mr. Catron: He shared his appreciation for the IDA staff and the community wide strategic plan meetings.
- Mr. Satterfield: He thanked the IDA staff for their hard work in 2022 and he looks forward to another productive year. He shared his appreciation for Mr. Simpson's presence during the Board meetings.
- Mrs. Pool: She expressed her gratitude for the year and stated that the IDA staff and Board members have helped progress the IDA.
- Mr. Clark: He expressed his appreciation for the Board members and staff. He stated that there has been a lot a great collaboration and he looks forward to working together with everyone next year.
- Mr. Simpson: He stated that he appreciated the support throughout the year from the IDA Board and staff. He expressed that he looks forward to continuing to build the relationships with the IDA in the coming year.
- Mr. Harrell: He shared his appreciation with the IDA Board and staff and stated that the IDA needs to continue to share that what we do matters. He stated that he looks forward to the new year.

**RE: PUBLIC COMMENT:**

None



**RE: NEXT MEETING DATE:**

The IDA will hold a regular meeting on January 20, 2022, at 8:30 A.M. in the Halifax IDA conference room.

**RE: ADJOURNMENT:**

Motion to adjourn was made by Mr. Rick Harrell seconded by Mr. Jeremy Satterfield and then duly carried by the Board.

Respectfully Submitted:

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Mrs. Kristy Johnson, IDA Executive Director

Acknowledged:

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Mr. Rick Harrell, Chair