**Meeting Minutes**

**VEDP Advisory Committee on Business Development and Marketing**

**April 17, 2024**

**1:30 p.m.**

**Electronic Meeting**

**Welcome and Call to Order**

The meeting was called to order at 1:32 p.m. by Chair Greg Hitchin who noted that a quorum of members was present.

Members present: Greg Hitchin, Beth Doughty, Shannon Kane, John Kilgore, Pace Lochte, Paige Read, and Chris Winslow

Members absent: Emily Lampkin and Matthew Rowe

In accordance with virtual public meeting requirements, Jamie Canup provided the following information and instructions verbally:

This is a virtual meeting of the Advisory Committee on Business Development and Marketing; any member of the public may call 804.316.0308 if there is an audio or visual disruption of this meeting. If public access fails, the Advisory Committee will recess until access is restored. Again the number to call if there an audio or visual disruption is 804-316-0308.  Thank you.

**Public Comment Period**

Chair Hitchin invited public comments. No public comments were made.

**Approval of Minutes for 02.12.24 Meeting**

Chris Winslow made a motion to approve the February 12, 2024, meeting minutes. The motion was seconded by Beth Doughy and approved by a roll call vote:

Upon the vote: Greg Hitchen Aye

Beth Doughty Aye

Shannon Kane Aye

John Kilgore Aye

Pace Lochte Absent for the vote

Paige Reed Aye

Chris Winslow Aye

**Committee Composition**

Chair Hitchin nominated John Kilgore for the position of Vice Chair of the Committee. Mr. Winslow made the motion to approve John Kilgore to serve as Vice Chair. The motion was seconded by Ms. Doughty and approved by roll call vote:

Upon the vote: Greg Hitchen Aye

Beth Doughty Aye

Shannon Kane Aye

John Kilgore Abstain

Pace Lochte Aye

Paige Reed Aye

Chris Winslow Aye

**Closed Session**

Ms. Doughty made a motion to enter closed meeting. The motion was seconded by Ms. Kane and was approved by roll call vote:

Upon the vote: Greg Hitchen Aye

Beth Doughty Aye

Shannon Kane Aye

John Kilgore Aye

Pace Lochte Aye

Paige Reed Aye

Chris Winslow Aye

Mr. Canup read aloud the following motion to enter a closed meeting:

I move that the Advisory Committee on Business Development and Marketing of the Virginia Economic Development Partnership Authority convene a closed meeting to discuss elements of VEDP’s Strategic Plan, Marketing Plan, and Operational Plan pursuant to Subdivision A 50 of §2.2-3711 of the Code of Virginia, which allows for the discussion of such activities that would reveal to Commonwealth’s competitors for economic development projects the strategies intended to be deployed, thus adversely affecting the financial interests of the Commonwealth.

Back in Open Meeting, Certification of Closed Meeting – Followed by a Roll Call vote:

Mr. Canup read the following certification and then conducted a roll call vote:

Do you certify, that to the best of your knowledge, (i) only public business matters lawfully exempted from the open meeting requirements of FOIA were discussed in the closed meeting, and (ii) only such matters as were identified in the motion to go into the closed meeting were heard, discussed, or considered during the closed meeting?

Upon the vote: Greg Hitchen Aye

Beth Doughty Aye

Shannon Kane Aye

John Kilgore Aye

Pace Lochte Aye

Paige Reed Aye

Chris Winslow Aye

**Committee Roundtable**

Ms. Doughty shared that her interim role as Director of Economic Development for Roanoke County has come to an end, as Dani Poe has accepted the permanent position. She said that she will stay on in a mentorship capacity for several weeks before departing entirely.

**Topics for Next Meeting and Adjournment**

The Committee’s next meeting will be held on May 16, 2024, at 2:00 p.m. in person at VEDP in Richmond.

There being no further business, Chair Hitchin adjourned the meeting at 3:01 p.m.

Respectfully submitted,

Secretary

Jessica Keegan