

**Minutes  
Executive Committee Meeting  
Board of Directors of the Virginia Economic Development Partnership Authority  
June 12, 2024  
2:30 p.m. – 4:00 p.m.**

**901 East Cary Street  
James Center One, Board Room – 9th Floor  
Richmond, VA 23219**

**Welcome and Call to Order**

The meeting was called to order at 2:57 p.m. by Chair Bill Hayter, who noted that a quorum was present.

In-Person Committee Members: Carrie Chenery, Rick Harrell, Bill Hayter, John Hewa, Secretary Caren Merrick, Marianne Radcliff, and Nick Rush

Committee Members Absent: Secretary Stephen Cummings

Other In-Person Board Members: Mimi Coles, Stephen Edwards, Pace Lochte, Will Sessoms, and Steven Stone

**Public Comment Period**

Chair Hayter solicited public comments. There were none.

**Approval of Minutes for 03.06.24 Meeting**

Chair Hayter asked for approval of the minutes from the March 6, 2024, Committee meeting. A motion was made by Mr. Harrell and seconded by Secretary Merrick and the motion was unanimously approved.

**President's Report**

Due to the Committee's delayed start and in order to reserve time for priority topics, Jason El Koubi said he would postpone sharing his President's Report until the full Board meeting on June 7.

**Board Retreat Discussion**

Stephanie Agee discussed initial plans for the upcoming Board of Directors retreat.

Ms. Agee reviewed the proposed retreat format, which will be facilitated by an outside consultant.

Chair Hayter emphasized his support for the retreat plan. He asked if members would be asked to complete any prework in preparation. Ms. Agee answered that Board members will have the opportunity to speak with the facilitator in advance to offer any general thoughts and to share what they would like to get out of the retreat.

Ms. Chenery suggested a pre-retreat survey be sent to attendees. She also suggested that VEDP consider hosting a future Board meeting outside of Richmond.

**Closed Meeting**

A motion was made by Mr. Hewa and seconded by Secretary Merrick to move into a closed meeting. The motion shown below was unanimously approved by the members.

I move that the Executive Committee 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.

Chair Hayter invited VEDP staff and legislative guests to stay for the closed meeting.

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

Ms. Wallmeyer 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 session, and (ii) only such matters as were identified in the motion to go into the closed session were heard, discussed, or considered during the closed meeting?

Upon the vote:	Mr. Hayter	Aye
	Ms. Chenery	Aye
	Mr. Harrell	Aye
	Mr. Hewa	Aye
	Secretary Merrick	Absent for the vote
	Ms. Radcliff	Aye
	Mr. Rush	Aye

Mr. Rush made a motion to approve the FY25 performance metrics. The motion was seconded by Ms. Radcliff, and the motion passed. Secretary Merrick was absent for the vote.

**Next Meeting and Adjournment**

The next meeting of the Executive Committee will be held on September 18, 2024, exact time TBD. There being no further business, the meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Nicole David  
Acting Recording Secretary

DRAFT