

**TOWN OF ROCKY MOUNT
ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
June 23, 2020
6:00 P.M.**

The Economic Development Authority (EDA) of the Town of Rocky Mount, Virginia met at the Rocky Mount Municipal Building on Tuesday, June 23, 2020 at 6:00 p.m., with Chairman Adam Lynch, presiding.

ROLL CALL OF MEMBERS PRESENT

Board Members Present: Chairman Adam Lynch, Vice Chair Doug Williams; Economic Development Authority Board Members, Ann Dillon, Tara Holley, Chas Mitchell and Tyler Lee

Board Members Absent: Member Lynda Spence

Others Present: Town Manager James Ervin, Cultural & Economic Development Director Beth Simms, and EDA Clerk Cherie Compton

APPROVAL OF AGENDA

Additions or Corrections: None

Motion: To approve the agenda as presented with the addition of closed session under Virginia code section 2.2-3711(A)1

Motion By: Member Tyler Lee

Second: Member Ann Dillon

Action: Approved by a unanimous vote of members present

CLOSED MEETING AND ACTION

Enter Closed Meeting

Motion: To go into closed session under the Virginia Code Section cited below

Virginia Code Section:

Section 2.2-3711(A)1 Discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of any public body. (Town Manager's Office)

Motion By: Member Tyler Lee

Second By: Vice Chair Doug Guilliams

Motion Discussion: None

Ayes: Lynch, Guilliams, Dillon, Holley, Mitchell, Lee

Nays: None

Action: To go into a closed meeting

Certificate of Closed Meeting Discussion

Economic Development Authority certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting.

Whereas, the Economic Development Authority has convened a closed meeting on Tuesday, June 23, 2020 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia (1950), as amended, requires certification by this authority that such closed meeting was conducted in conformity with Virginia law;

Now, Therefore, Be It Resolved that the Economic Development Authority hereby certifies that, to the best of each members' knowledge: (1) only public business matters lawfully exempted from open meeting requirements under this chapter; and (2) 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 body.

Adam Lynch, Chairman

REVIEW AND CONSIDERATION OF MINUTES

Let the record show that prior to the meeting, Economic Development Authority received the following draft minutes for review and consideration of approval:

February 25, 2020 - regular meeting minutes

Motion: To approve minutes as presented

Motion By: Member Tyler Lee

Second: Member Ann Dillon

Action: Approved by a unanimous vote of members present

New Business

Town Manager James Ervin went over the Harvester Structure and how the entities operate and why they were needed at the time of opening. As the need for these entities come to an end he suggests closing them and only using the ones needed. Mr. Ervin asked Mrs. Simms to work with the board members to decide which structure looks and works the best. Mrs. Simms can have Gentry Locke come in when things get under way with the entities and have them review the options.

Mr. Ervin advised the board that he will be asking Andy Turner to serve as the treasurer for the Economic Development Authority. He noted Mr. Turner is the fiscal agent for Performance Center LLC and has done a great job managing that account.

Mr. Ervin reviewed the annual report that members had received at the joint meeting with Town Council at the Harvester Performance Center. An open discussion ensued.

Old Business

Chairman Adam Lynch updated the members on the progress of the RFP for branding. He noted the committee met and reviewed the responses to the RFP and will pick one of the companies to pursue a contract with. An open discussion ensued.

Staff Updates

Beth Simms updated members on the 3toGo program, 1,184 coupons were turned in totaling \$3,552 that went back to 18 restaurants, the t-shirt program raised \$2,978 for 28 local businesses. The local restaurants have really joined in to help get through the COVID19 pandemic, most have added curbside services, online ordering and many other alternatives.

Vice Chairman Doug Guilliams asked about the Walgreens building, Beth stated she has been trying to reach out to the owners and the former Walgreens business but to her understanding it is still under a contract with Walgreens, she has had no responses from either of them at this time.

Beth also asked EDA members to present her with any ideas they have and that she will be glad to help or do her homework on anything that is presented.

Business for upcoming months

- Continue working on Branding
- Possible Treasurer change

ADJOURNMENT

Motion to Adjourn By: Member Ann Dillon

Second: Member Tyler Lee

Action: Adjourned by a unanimous vote of members present

Time of Adjournment: 6:48 p.m.

Adam Lynch, Chairman

ATTEST:

Cherie Compton, Clerk