

**Waynesboro Economic Development Authority
Minutes of the Regular Meeting
Friday, April 12, 2024**

Members Present: Ms. Brenda Arkward
Mr. Chris Ornelas
Mr. George Reed
Ms. Kelly Maggi
Mr. Mark Snyder
Ms. Tami Radecke
Ms. Chanda McGuffin

Others Present: Mr. Greg Hitchin- Director of Economic Development & Tourism
Ms. Emily Tomlin- Administrative Assistant, Economic Development & Tourism

Welcome

Mr. Reed called the meeting to order at 8:02 AM and thanked everyone for joining.

Adopt Updated Agenda

Since the agenda provided was different than the one sent in advance, the Chairman asked for a motion to adopt the updated agenda provided. Ms. McGuffin made a motion to adopt the updated agenda. The motion was seconded by Ms. Radecke and passed by unanimous vote.

Approval of Minutes

There being no changes to the minutes presented from the regular meeting on March 8, 2024, Ms. Arkward made a motion to approve the minutes as written. The motion was seconded by Mr. Snyder and passed by unanimous vote.

Financial Report

Mr. Hitchin reported on the financials for March. A dashboard was provided, showing details of the debit card transactions totaling \$127.28. There were nine checks totaling \$26,512.12 to approve, all from budgeted/restricted accounts: Community Navigator, \$300; Industrial Park Development, \$8,495; Resurgence Grant 2, \$12,960; VMNH Consultant, \$3,000; Grow Waynesboro/Community Navigator, \$1,613.12; and Grow Waynesboro Main and Wayne, \$144. Ms. Radecke made a motion to approve the financial report and checks as presented. The motion was seconded by Ms. Arkward and passed by unanimous vote.

Committee Reports

Audit: Ms. Maggi received the bank statements for April and signed off on the reconciliations.

Nominating: Mr. Hitchin asked the board to create a nominating committee comprised of two members whose dual role will be to nominate a Chair and Vice Chair for the fiscal year beginning July 1, 2024, and to recommend new members. Tami Radecke and George Reed have reached their term limit and as such the EDA has two seats open for four-year terms beginning September 1, 2024. Staff will work with the committee on requirements, etc. Mr. Reed and Ms. Radecke volunteered to be the nominating committee.

closed meeting to which this certification resolution applies, and (ii) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Economic Development Authority of Waynesboro.

Ms. Tomlin took a roll call vote as follows:

Ms. Brenda Arkward	aye
Ms. Mary Sullivan	aye
Mr. Mark Snyder	aye
Mr. Chris Ornelas	aye
Ms. Chanda McGuffin	aye
Mr. George Reed	aye
Ms. Tami Radecke	aye

There being no other business to discuss, Ms. Radecke made a motion to adjourn. The meeting was adjourned at 8:43 AM.

Respectfully submitted 05/10/24

Emily Tomlin
Emily Tomlin
Acting Recording Secretary

Certified as approved 5/10/24

Gregory E. Hitchin
Gregory E. Hitchin
Secretary/Treasurer