

Fort Monroe Authority Board of Trustees
Annual Meeting
Bay Breeze Conference Center
490 Fenwick Road
Fort Monroe, VA
Agenda
July 26, 2012 – 1:00pm

PUBLIC MEETING: PLEASE POST

- 1:00 PM Call to Order and Opening Comments – Terrie Suit, Chairman
- 1:02 PM Roll Call – Jessica Turner, Assistant Secretary
- 1:04 PM Approval of Minutes from May 31, 2012 Meeting – Terrie Suit, Chairman
- 1:06 PM Election of Officers
- The Nominating Committee recommends the following:
Secretary Terrie Suit – Chairman
John Lawson – Vice-Chairman
Pete Peterson – Secretary/Treasurer
John Hutcheson – Assistant Treasurer
Jessica Turner – Assistant Secretary
- 1:08 PM Reports and Briefings
- (2 min) Executive Director's Report – Glenn Oder, Executive Director
- Written report provided
- (15 min) Operations Report – John Hutcheson, Deputy Executive Director
- Year to Date Financials
 - ACTION ITEM: Budget approval
 - ACTION ITEM: Changes to employee handbook
- (10 min) Design Standards Update – Josh Gillespie, Interim Director of Heritage Assets and Historic Preservation
- ACTION ITEM: Comments from DHR and NPS
- (2 min) Chairman's Report – Terrie Suit, Chairman
- (2 min) Fort Monroe Foundation Report – Carrie Roth, Foundation President
- (10 min) Communications Committee Report – Carrie Roth, Committee Chairman
- (2 min) National Monument Report – Kirsten Talken-Spaulding, Superintendent
- (2 min) Army Caretaker Report – Jeff Pasquino, Army Caretaker

(over)

- 1:53 PM Old Business - None
- 1:53 PM New Business
- (50 min) Master Plan presentation – Fred Merrill, Sasaki and Associates
- 2:43 PM Public Comment
- 3:15 PM Executive Session – in accordance with VA statute 2.2-3711(a)(1)(3)(4)(5)(6)(7) and (29)
- Update and discussion of ongoing Economic Development Conveyance negotiations with the Army
 - Discussion of the disposition of certain properties to the National Park Service
 - Update on and discussion of the recruitment for a new Director of Real Estate
- 4:15 PM Reconvene
- 4:20 PM Next Meeting Date – Thursday, October 25, 2012
- 4:25 PM Adjournment

Leasing Inventory Status (as of 7/18/2012)	
Homes available for lease	174
Homes leased	94
Occupancy	54%
Wherry occupancy	5%