



Fort Monroe Authority ("FMA")
Board of Trustees Meeting
June 18, 2020

The FMA Board of Trustees Meeting convened at 10:00 a.m. on June 18, 2020 at the Fort Monroe Theater, 12 Tidball Road, Fort Monroe, Virginia 23651.

Governor Ralph Northam declared a state of emergency in Virginia on Thursday, March 12 in response to COVID-19. In light of this action, the Action Meeting of the June 18, 2020 Fort Monroe Authority Board (FMA) was conducted using electronic communications in accord with Item 4-0.01.g. of Chapter 1289 (2020 Acts of Assembly), as the COVID-19 emergency makes it impracticable or unsafe to assemble in a single location. The purpose of the meeting was to discuss or transact the business statutorily required or necessary to continue operation of the FMA and the discharge of its lawful purposes, duties, and responsibilities. Board members participated either in person or remotely using a ZOOM platform. Members of the public were able to witness the meeting in person and were provided the opportunity to provide public comment.

Online viewers were furnished a telephone number to call to notify staff of any interruption of the live streaming of the meeting in accordance with Item 129-A.4 of Chapter 1289 and Section 2.23708.2 of the Code of Virginia; and no interruption of the live streaming was noted during the meeting.

Members Present: Dr. Edward Ayers, via ZOOM
Ms. Mary Bunting
Dr. Maureen Elgersman Lee
Dr. Rex Ellis
Mr. Destry Jarvis
Mr. Jay Joseph
The Honorable Mamie E. Locke
The Honorable Martha M. Mugler
Mr. John Reynolds, via ZOOM
Secretary Matt Strickler, Natural Resources, via ZOOM
Ms. Turner Widgeon for Secretary R. Brian Ball, Commerce and Trade, via ZOOM

Members Absent: The Honorable James P. Moran, Chair

Staff Present: Ms. Jan Bomar
Ms. Rachel Dancy
Ms. Veronica Gallardo
Mr. John Hutcheson, Secretary/Treasurer
Mr. G. Glenn Oder, Executive Director
Ms. Jennifer Stokes

Ms. Jennifer Taglieri
Ms. Phyllis Terrell
Ms. Donna Swiney, Assistant Secretary
Mr. Aaron Whittington

**Others in
Attendance:**

Ms. Kym Hall, National Park Service ("NPS")
Ms. Katheryn Surface Burks, Office of the Attorney General, via ZOOM
Mr. Braxton Williams, Office of the Attorney General, via ZOOM

Ms. Mary Bunting called the meeting to order at 10:10 a.m.

Ms. Donna Swiney called the roll and determined that a quorum was present.

Minutes from February 20, 2020 Meeting

Ms. Bunting called for a motion to approve the minutes of the February 20, 2020 meeting.

MOTION: I move that the FMA Board of Trustees approve the minutes of the February 20, 2020 meeting as circulated prior to the meeting (APPENDIX I).

So moved: Dr. Rex Ellis

Seconded: Mr. Destry Jarvis

Discussion: None.

Public Comment: None.

Unanimously approved.

B. Reports and Briefings

1. Executive Director's Report

The Executive Director's report was circulated prior to the meeting (APPENDIX II). Executive Director Glenn Oder highlighted the work that has been done during the public building closure, including the National Center for Freedom, giving credit to Mr. Richard Josey his work which will have a tremendous impact on what Fort Monroe will look like in the future.

2. Financial Report

Year-to-date Financials

Deputy Executive Director John Hutcheson reviewed the Financial Statements as circulated prior to the meeting (APPENDIX III).

FY21 Budget

Mr. Hutcheson reviewed the FY21 budget in a normal operation scenario since any anticipated budget reduction is unknown. The budget will be reconsidered at the September and contain the actual operating budget for FY21.

Mr. Joseph stated that the Finance Committee recommends the FY21 budget to the Board for approval.

MOTION: I move that the FMA Board of Trustees approve the FY21 Budget as submitted (APPENDIX III).

So moved: Mr. Jay Joseph
Seconded: Dr. Maureen Elgersman Lee
Discussion: None.
Public Comment: None.
Unanimously approved.

Capital Improvement Plan

Mr. Hutcheson reviewed the Capital Improvement Plan stating that nine buildings were on the priority project list and only two line items were changed on the plan.

Mr. Joseph complimented the staff on the work that has been done and stated that the Finance Committee recommended the Capital Improvement Plan to the Board of Trustees for approval

MOTION: I move that the FMA Board of Trustees approves the Capital Improvement Plan with the line item change.

So moved: Mr. Jay Joseph
Seconded: Mr. Destry Jarvis
Discussion: None.
Public Comment: None.
Unanimously approved.

Mr. Joseph reported Edwards had been replaced with Cherry Bekaert, and (ii) the largest expense was the utility cost. He then reemphasized the goal of having individual meters for the utility systems and that the Finance Committee encouraged the staff to continue to work diligently on utility conversion projects.

FOIA Policy

Mr. Hutcheson presented the FOIA Policy noting that it allowed for (i) the identity of the requester to be verified, (ii) charges for production of FOIA request and (iii) the timing for providing a response. He reported the policy had been reviewed by the FOIA Council and the Office of the Attorney General.

MOTION: I move that the FMA Board of Trustees approve the FOIA Policy as submitted (APPENDIX IV).

So moved: Dr. Rex Ellis
Seconded: Senator Mamie Locke
Discussion: None.
Public Comment: None.
Unanimously approved.

Section 4-3.01 Deficit Notification Requirement

Mr. Hutcheson presented the Deficit Notification as circulated prior to the meeting (APPENDIX V), noting the Executive Director was required to provide each Board member with a notice of the provision and a copy of §4-3.01 of the Appropriation Act which was also included in the Board package (APPENDIX III).

Banking Resolution

Mr. Hutcheson presented the banking resolution adopted in 2018 as circulated prior to the meeting. Mr. Hutcheson noted the FMA does not anticipate using it, but that it is recommended it be reapproved by the Board every several years.

3. Nominating Committee Report – John Reynolds, Committee Chairman

Mr. Reynolds reported that the Nominating Committee met to discuss the slate of nominations and nominated the following officers:

Chairman: Jim Moran
Vice-Chairman: Mary Bunting
Secretary/Treasurer: John Hutcheson
Assistant Secretary: Donna Swiney

The election will be held at the September meeting.

4. Chairman's Report

Ms. Bunting shared that the Fort Monroe Foundation received a \$20,000 donation for the African Landing Memorial from the 400 Years of African American History Commission chaired by Dr. Rex Ellis, thanking the Commission for the generous donation and contribution for the Memorial.

Governor Northam declared this Friday, June 19th, a holiday for state employees. The City of Hampton is joining in with June 19th as a holiday for the city employees. Ms. Bunting thanked Senator Locke for her role and commended the Governor and Senator Locke for their efforts for the initiative.

Ms. Bunting noted that the FMA had been involved in a COVID response which Mr. Oder discussed in his report. In addition, he had been very involved with NPS and the City of Hampton making sure everyone was coordinated and had a consistent message.

Senator Locke gave remarks on the Juneteenth Holiday.

5. National Park Service Report

Ms. Hall reported that Terry Brown, superintendent at the Monument, had been assigned to at least a one year detail serving as the coordinator and staff person for the 250th Commission to the NPS. Ms. Kym Hall is serving as the superintendent and retaining her role. It is her intention to fill this position as a site manager.

The NPS has been actively involved in watching and responding to the Black Lives Matter movement and responding locally to the Monument as there have been painting and expressions to some of the structures. NPS does not support or

condone any sort of marring or vandalism to any of the historic structures. At the same time, discussions have been made with FMA on what effective ways to channel that expression, whether it is pain, frustration, or a desire to be heard, trying to find effective ways to channel that and remain a place of dialog, expression and healing. The NPS is grateful to have the dialog with any number of groups.

Ms. Hall gave updates on the NPS COVID-19 response, two positions with Fort Monroe, capital projects, and partnership with the Fort Monroe Foundation. Ms. Hall expressed her thanks to Director Oder and the FMA staff for their support in this partnership.

It was stated that the US Senate passed legislation to give NPS money to address maintenance and maintenance backlog. This would be an opportunity for Fort Monroe Monument to pay share of joint payments as well as other structures that are part of Monument. Ms. Hall reported that project proposals have been developed for Fort Monroe.

A question was raised about the Black Lives Matter movement regarding the tenor of the moment and public position towards Fort Monroe. Ms. Hall and Director Oder both responded positively in regards to NPS and Fort Monroe.

Ms. Bunting expressed that the protests at Fort Monroe were peaceful and respectful.

A significant perception in the community, and especially the black community, is that they see this place as their place. That ownership is part of what you see and experienced due to what has taken place here.

6. Fort Monroe Foundation Report

Dr. Ayers reported that the Fort Monroe Foundation Progress Update as circulated prior to the meeting (APPENDIX VI). There are many possibilities that FMA has, and the Fort Monroe Foundation board allows FMA to accelerate and deepen that in a way that could not be done otherwise. A letter co-signed by Ed Ayers and Michael Westfall will go out asking board members to give a token gift, if not more, to the annual fund. External funding agencies to look to see if there is a 100% board participation.

B. Old Business

1. Moving Properties to the Marketplace

Mr. Joseph gave an update on the process of moving properties to the marketplace noting that two developers had been chosen. Staff continued to move forward with the developers.

Quitclaim and Consolidation Deed Approval

Mr. Hutcheson stated that there had been several deed transfers at different times under different names and that title needed to be clarified. He reported that the deed had been prepared by the OAG's Office and

reviewed by Department General Services, and authorized the current board chair and vice-chair to sign.

MOTION: I move that the FMA Board of Trustees approve the Quitclaim and Consolidation as submitted (APPENDIX VII).

So moved: Dr. Rex Ellis

Seconded: Mr. Destry Jarvis

Discussion: None.

Public Comment: None.

Unanimously approved.

2. Fort Monroe Visitor and Education Center

Director Oder reported that the Visitor Education Center was complete, giving credit to all who worked on it. The formal opening will take place in cooperation with the NPS and when it is safe for employees and the public.

Mr. Hutcheson recognized the work that David Stroud, Sam Henderson, Paul Presenza, and Gary Miller done on the Visitor Education Center.

3. African Landing Memorial Art Project

Mr. Jarvis reported that the Listening Tour was complete before COVID-19 hit. The artist, Brian Owens, heard and learned a lot from the constituents. There was support and interest from the Governor's Office. The next step is to incorporate the conceptual design into a park like setting. As the site plan is completed and the concept plan is incorporated into the park, the FMA will host public engagement meetings with the Virginia Commission on Arts. After the completion of the final public engagement, the Board will receive a full presentation by the artist and be asked to vote for the project to be approved for installation at Fort Monroe. Once the board has voted, the Fort Monroe Foundation will proceed with fundraising for the artwork.

There was discussion on how timely the African Landing Memorial art project is to Fort Monroe.

4. NPS Transfer

Mr. Hutcheson reported that the FMA met with the Acting Superintendent regarding the property and current buildings and that a narrative is being formulated.

5. FMA Strategic Action Plan

Ms. Bunting gave a brief introduction on the FMA Strategic Action Plan and asked Mr. Jonathan McBride to provide an update.

Mr. McBride reviewed the planning process starting in January, 2020 and going through February, 2021; the different focus groups and the themes and outcome

statements which came out of the focus groups; and the next steps which includes seeking guidance on strategic outcomes and themes from the Trustees at the September, 2020 meeting.

A question was raised about board member involvement. The September board meeting would include a facilitated discussion on how the Trustees would like to move forward on the themes and outcome statements. It was suggested that Mr. McBride send out a directed questionnaire for the Trustees to think about prior to the September meeting.

C. New Business

1. COVID-19 Policy and Reopening Protocol

Director Oder reported that Mr. Hutcheson is drafting COVID-19 procedures, putting in place the safety of employees and people coming to visit Fort Monroe, and the ability to meet all CDC requirements. A reopen date has not been set yet. Currently the staff is in a transition period with some coming back into the office. A daily survey is sent to the staff asking if they are working in the office or at home, and if they have any symptoms of COVID-19.

2. Board of Trustees Open Discussion

A Harriet Tubman memorial had been suggested for Fort Monroe, who made a significant contribution at Fort Monroe as matron of the contraband hotel. There was a robust discussion on this and other ideas including a Harriet Tubman Research Center and something for Native Americans. It was suggested to be more strategic when ideas come in and develop a process to systematically consider where monuments can go on property. The next step will be to add this topic to the agenda of the African Landing Memorial Art Project working group for discussion and then come back to the Board with a process.

3. General Public Comment

There were no comments.

D. Closed Session

1. In accordance with VA Code 2.2-3711

- **Acquisition or disposition of real property – 2.2-3711(A)(3)**
- **Personnel Matters – 2.2-3711(A)(1)**
- **Consultation with Legal Counsel – 2.2-3711(A)(8)**

MOTION: I move the Fort Monroe Authority Board of Trustees convene in closed session to discuss matters pursuant to Section 2.2-3711 of the Code of Virginia pertaining to acquisition or disposition of real property located at Fort Monroe, in accordance with Section 2.2-3711(A)(3) of the Code of Virginia; personnel matters, in accordance with Section 2.2-3711(A)(1); and consultation with legal counsel, in accordance with Section 2.2-3711(A)(8) of the Code of Virginia.

So moved: Mr. Jay Joseph
Discussion: None.
Public Comment: None.
Unanimously approved.

Reconvene

MOTION: I move that the Fort Monroe Authority Board of Trustees end the closed session to discuss matters pursuant to Section 2.2-3711 of the Code of Virginia pertaining to acquisition or disposition of real property located at Fort Monroe; personnel matters; and consultation with legal counsel.

So moved: Mr. Jay Joseph
Discussion: None.
Public Comment: None.
Unanimously approved.

MOTION: I move that we close the executive session and reconvene an open meeting. Each member will now be asked to certify that only those matters lawfully exempted from open meeting requirements under Section 2.2-3711 of the Code of Virginia, and only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered by the Fort Monroe Authority Board of Trustees in executive session.

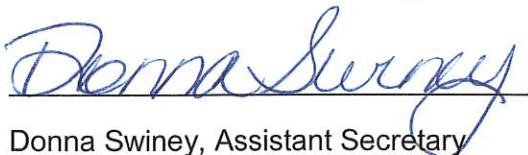
So moved: Mr. Jay Joseph
Ayes: Dr. Ed Ayers, Mary Bunting, Dr. Maureen Elgersman Lee, Dr. Rex Ellis, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Delegate Martha Mugler, John Reynolds,
Nays: None.
Unanimously approved.

Adjournment

Next Meeting date – September 17, 2020

There being no further business to come before the Board of Trustees, the meeting adjourned at 2:00 p.m.

Respectfully submitted,


Donna Swiney, Assistant Secretary