



Fort Monroe Authority Board of Trustees  
September 19, 2019  
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees Annual Meeting was held on September 19, 2019 at the Virginia Marine Resources Commission, located at 380 Fenwick Road, Fort Monroe, VA 23651.

**Call to Order**

**1. Opening Comments – Jay Joseph**

Mr. Joseph called the meeting to order at 1:01pm.

**2. Roll Call – Jesica Turner, Assistant Secretary**

**Present:** Dr. Ed Ayers, Dr. Maureen Elgersman Lee, Dr. Rex Ellis, Destry Jarvis, Jay Joseph, Senator Mamie Locke, John Reynolds.

**Absent:** Chairman Jim Moran, Vice-Chairman Colin Campbell, Mary Bunting, Delegate Gordon Helsel.

A quorum is present.

Secretary of Natural Resources Matt Strickler and Special Assistant Jay DeBoer for Secretary of Commerce and Trade Brian Ball were also in attendance.

**Election of Chairman *pro tempore* – Glenn Oder**

Director Oder reported that the Board must elect a Chairman *pro tempore* due to the absence of the Chairman and Vice-Chairman. Director Oder opened the floor to nominations.

**MOTION:** I nominate Jay Joseph to serve as Chairman *pro tempore*.

**So moved:** Mr. Reynolds

**Seconded:** Mr. Jarvis

**Discussion:** None.

**Public Comment:** None.

**Unanimously approved.**

**3. Minutes from June 20, 2019 – Jay Joseph, Chairman *pro tempore***

**MOTION:** I move the approval of the June 20, 2019 meeting minutes (APPENDIX I).

**So moved:** Mr. Reynolds

**Seconded:** Mr. Jarvis

**Discussion:** None.

**Public Comment:** None.

**Unanimously approved.**

## Reports and Briefings

### 4. Nominating Committee Report – Dr. Maureen Elgersman Lee

Dr. Elgersman Lee reminded the Board of the slate of officers placed in nomination at the June meeting. The nominees are as follows:

Chairman: Jim Moran  
Vice-Chairman: Colin Campbell  
Secretary/Treasurer: John Hutcheson  
Assistant Secretary: Jessica Turner

**MOTION:** I move the election of officers as presented.

**So moved:** Dr. Elgersman Lee.

**Seconded:** Dr. Ellis.

**Discussion:** None.

**Public Comment:** None.

**Unanimously approved.**

## New Business

### 14. Resolution Supporting Executive Order 35 – John Hutcheson

Mr. Hutcheson reviewed the resolution included in the Board package (APPENDIX II) that would signify the Board's support for the Governor's Executive Order 25.

**MOTION:** I move the adoption of the resolution.

**So moved:** Dr. Ayers.

**Seconded:** Senator Locke.

**Discussion:** None.

**Public Comment:** None.

**Unanimously approved.**

### 15. Delegation of Authority to Residential Property Manager – John Hutcheson

Mr. Hutcheson reviewed the resolution included in the Board package (APPENDIX III). Mr. Hutcheson explained that this resolution would delegate authority for the Property Manager to represent the FMA in certain legal actions as it relates to residential real estate matters.

**MOTION:** I move the adoption of the resolution.

**So moved:** Mr. Reynolds.

**Seconded:** Dr. Ayers.

**Discussion:** None.

**Public Comment:** None.

**Unanimously approved.**

Mr. Jarvis suggested the Board adopt a position in support of current Congressional legislation to transfer to the 44 acre parcel to the National Park Service (NPS).

**MOTION:** I move that the Board support the Congressional legislation regarding the transfer of the 44 acre parcel to the NPS.

**So moved:** Mr. Jarivs.

**Seconded:** Mr. Reynolds.

**Discussion:** Director Oder reported that the Board passed a resolution in June 2018 to urge the Department of the Interior to allow the NPS to accept the donation of the 44 acre parcel. Director Oder suggested that the staff could update this language to reflect the intent of Mr. Jarvis' suggestion and present a formal resolution in November.

Mr. Jarvis withdrew his motion.

## Reports and Briefings

### 10. Fort Monroe Foundation Progress Update – Mike Westfall, President

President Westfall reviewed the Fort Monroe Foundation (FMF) Progress Update included in the Board package (APPENDIX IV). President Westfall announced the slate of new FMF Board members for the next three years.

## Closed Session

### 20. In accordance with VA code 2.2-3711

- Acquisition or disposition of real property
- Personnel matters
- Consultation with legal counsel

**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. Reynolds.

**Seconded:** Dr. Elgersman Lee.

**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. Reynolds.

**Seconded:** Dr. Elgersman Lee

**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. Reynolds.

**Seconded:** Dr. Elgersman Lee

**Ayes:** Dr. Ed Ayers, Dr. Maureen Elgersman Lee, Dr. Rex Ellis, Destry Jarvis, Jay Joseph, John Reynolds.

**Nays:** None.

**Unanimously approved.**

Chairman Joseph read the following statement regarding a matter discussed in closed session:

This past May, the Fort Monroe Authority made a difficult decision to discharge one of its employees for violation of FMA policies. The Trustees were informed of each step of the process and feel this decision was appropriate under the circumstances. The FMA Executive Director continues to have the full support of the Board.

## Reports and Briefings

### 5. Executive Director's Report – Glenn Oder, Executive Director

Director Glenn Oder reviewed the Executive Director's Report included in the Board packet (APPENDIX V). Since the last Board meeting, Director Oder stated the FMA staff has completed several projects including hosting the 4<sup>th</sup> of July celebration, removing the letters from the Jefferson Davis Arch, and the 2019 Commemoration Weekend.

Director of Special Events Susan Lineberry provided an overview of the infrastructure and programming that took place during the 2019 Commemoration weekend, including the coordination of the week-long event set up and breakdown, road closures, event security, and cost sharing among the partners.

Director of the Casemate Museum Robin Reed provided an overview of the public preview of the Fort Monroe Visitor and Education Center (FMVEC) during the 2019 Commemoration weekend, stating that approximately 850 people were able to walk through the FMVEC over the weekend.

Director of Communication Phyllis Terrell reviewed the media efforts for the 2019 Commemorative weekend stating that there were 5.2 billion media impressions as a result of the events.

**6. Financial Report – John Hutcheson, Deputy Executive Director**

Deputy Executive Director John Hutcheson reviewed the Financial Report included in the Board package (APPENDIX VI). Mr. Hutcheson also reported that the audit is progressing and is expected to be presented at the November meeting.

Chairman Joseph also recognized the change in membership of the Finance Committee and thanked Rob Shuford, Jamie Shoemaker, and Pete Peterson for their service on that Committee.

**7. Chairman's Report – Jay Joseph, Chairman *pro tempore***

Chairman Joseph stated the new committee assignments are included in the Board packet (APPENDIX VII).

**8. National Park Service Report – Terry E. Brown, Superintendent**

Director Oder stated that Superintendent Brown needed to leave the meeting early and would provide an update at the November meeting.

**9. City of Hampton Report – Bruce Sturk, Director of Federal Facilities**

There is no City of Hampton report.

**Old Business**

**11. Moving Properties to the Marketplace – Glenn Oder**

Director Oder provided an overview of the Request for Real Estate Proposals (RFREP) process stating that proposals are due at the end of October and the responses will be presented to the Board in November in order to determine a shortlist. Director Oder also stated that the Board may be asked to hold a meeting in January, outside of the usual calendar, in order to keep the process moving.

**12. Fort Monroe Visitor and Education Center Update – Glenn Oder**

Director Oder reported that the contractor believes the building will substantially complete in early November. Director Oder also stated the exhibit designer will need approximately two weeks to install the exhibits. The goal is to open the building before the end of the year and plan for a larger opening event in Spring 2020.

**13. African Landing Memorial Art Project – Glenn Oder**

Director Oder reported that Brian R. Owens was selected as the African Landing Memorial artist. The first phase of the process will be a public engagement campaign before Mr. Owens begins a model of his concept.

## New Business

### 16. Legislative Agenda – Glenn Oder

Director Oder reported that the FMA is working on some legislative concepts for presentation at the November meeting. Any Board members with suggestions for legislative changes should submit those to the staff for inclusion.

Dr. Ellis suggested that the FMA staff find ways to continue to engage the legislators who attended the 2019 Commemoration Weekend.

### 17. Draft 2020 Meeting Calendar – Glenn Oder

Director Oder stated the draft 2020 calendar is included in the Board package (APPENDIX VIII) for the Board members to review. The final calendar will be approved at the November meeting.

Director Oder also asked that the Board hold the third Thursday in January for an additional meeting.

### 18. Board of Trustees Open Discussion

Mr. Jarvis requested an updated Board contact list be distributed to the Board.

Mr. Reynolds requested that the Board begin to consider the research needs and projects at Fort Monroe. Director Oder suggested that be a topic of discussion at the April 2020 Annual Retreat.

### 19. General Public Comment

**A. Calvin Pearson, Project 1619** – stated that the 2019 Commemorative Weekend far exceeded expectation and thankful to all involved

**B. Sandra Canepa** – would like to know what FMA is doing to continue the research and seeks an independent review of Robert Kelly's dismissal

**C. Billie Paxton Einselen** – the history of First Africans that landed at Point Comfort in 1619

**D. Adrian Whitcomb, Citizens for a Fort Monroe National Park** – videos from the 2019 Commemorative Weekend are available on YouTube

## Adjournment

### 21. Next Meeting is November 21, 2019

Chairman Joseph adjourned the meeting at approximately 3:30pm.

Respectfully submitted,

  
John Hutcheson, Secretary/Treasurer

## APPENDIX

APPENDIX I – Minutes from June 20, 2019 Meeting

APPENDIX II – Resolution Supporting Executive Order 35

APPENDIX III – Delegation of Authority to Residential Property Manager

APPENDIX IV – Fort Monroe Foundation Progress Update

APPENDIX V – Executive Director's Report

APPENDIX VI – Financial Report

APPENDIX VII – Committee Assignments

APPENDIX VIII – Draft 2020 Meeting Calendar