



Fort Monroe Authority Board of Trustees
Finance Committee Meeting
September 10, 2020 4:00pm
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees Finance Committee met on September 10, 2020 at 4:00pm at the Fort Monroe Visitor and Education Center, 30 Ingalls Road, Fort Monroe, Virginia 23651.

Members Present: Mr. Jay Joseph, Chair
Mr. Brian Jackson

Members Absent: Ms. Mary Bunting
Senator Mamie Locke
Delegate Martha Mugler

Staff Present: Mr. John Hutcheson
Mr. G. Glenn Oder
Dr. Yolanda Spooney
Ms. Donna Swiney

Others: Ms. Katheryn Surface Burks, Office of the Attorney General, via phone
Mr. Braxton Williams, Office of the Attorney General, via phone

The Chair, Jay Joseph presided and called the meeting to order at 4:07pm.

Ms. Donna Swiney called the roll and determined that a quorum was not present. Therefore, no action could be taken due to lack of a quorum.

Reports and Briefings

4. Financial Report

Mr. Hutcheson reviewed the Financial Report included in the Finance Committee packet (APPENDIX II). Mr. Hutcheson introduced Dr. Yolanda Spooney as the new accounting manager. The audit is going well thanks to Dr. Spooney, Erika Scott, and Joyce Peskopos. The homeless agreement was drafted by the OAG office and was approved by Link and Help. The agreements will be signed and returned to the two organizations.

5. Year-to-date Financials

Mr. Hutcheson reviewed the Financial Statements included in the Board package (APPENDIX III).

6. Executive Director's Report

Mr. Oder provided an update on the continued work of the FMA during the COVID-19 public building closure.

Old Business

7. Army Transfer

Mr. Hutcheson gave a brief update on the Army transfer.

8. Moving Properties to the Marketplace

Mr. Oder reported that the FMA continues to have meetings with the developers, and David Stroud, the Historic Preservation Officer, is engaged in the meetings.

9. Dominion Energy Account Analysis and Transfer

At the June 17, 2020 meeting, Chairman Joseph asked for additional information on the Dominion energy account. Mr. Hutcheson did research on this item and discussed two major issues; 1) invoice analysis, and 2) how to make the facility charge go away. There was much discussion on this, and Mr. Hutcheson will follow up with Dominion on several suggestions from the committee. Chairman Joseph thanked Mr. Hutcheson and stated that there is a plan to move forward.

New Business

10. Draft 2020-21 Committee Meeting Calendar

Mr. Joseph reviewed the draft 2021 meeting calendar (APPENDIX IV).

General Public Comment

There was no general public comment.

Closed Session


Due to no quorum, the committee could not go into closed session.

11. Next Meeting – November 12, 2020

Adjournment

Chairman Joseph adjourned the meeting at approximately 5:08 pm.

Respectfully submitted,


Donna Swiney, Assistant Secretary