



Fort Monroe Authority Board of Trustees
Finance Committee Meeting
September 12, 2019 – 4:00pm
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees Finance Committee met on September 12, 2019 at 4:00pm at 20 Ingalls Road, Fort Monroe, Virginia.

Call to Order

1. Opening Comments – Jay Joseph, Chairman

Chairman Joseph called the meeting to order at 4:07pm.

2. Roll Call – Jessica Turner, Assistant Secretary

Present: Chairman Jay Joseph, Mary Bunting.

Absent: Senator Mamie Locke.

A quorum is present.

Senior Assistant Attorney General Katheryn Surface Burks and Assistant Attorney General Braxton Williams joined the meeting by phone.

3. Approval of Minutes from June 13, 2019 Meetings

MOTION: I move the approval of the June 13, 2019 meeting minutes (APPENDIX I).

So moved: Ms. Bunting.

Seconded: Chairman Joseph.

Discussion: None.

Public Comment: None.

Unanimously approved.

Reports and Briefings

4. Financial Report – John Hutcheson, Deputy Executive Director

Mr. Hutcheson reviewed the Financial Report included in the Finance Committee packet (APPENDIX II). Mr. Hutcheson stated that new sub-funds were created for the Fort Monroe Visitor and Education Center (FMVEC) operations and for the marina management. Mr. Hutcheson reported that the audit is expected to be presented at the Committee's November meeting.

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

Director Oder provided an update on the removal of the letters from the Jefferson Davis Arch, the selection of the artist for the African Landing Memorial, and the Commemorative weekend held in August.

Chairman Joseph suggested a permanent car counting system at the front entrance be incorporated in the entrance redesign for continued visitor data capture.

Old Business

6. Army Transfer – John Hutcheson

Mr. Hutcheson reported that there is an issue regarding the transfer of Army owned subaqueous lands in Mill Creek to the Commonwealth of Virginia. Mr. Hutcheson stated that it would be most appropriate for the Virginia Marine Resources Commission to be the state actor to negotiate the transfer.

7. Moving Properties to the Marketplace – Glenn Oder

Director Oder reported that the responses to the Request for Real Estate Proposals are due in October and the Board of Trustees will receive an update on the responses at their meeting in November. Ms. Bunting suggested a potential special meeting of the Board in January 2020 if necessary to keep progress moving forward.

New Business

8. Draft 2020 Meeting Calendar – Glenn Oder

Director Oder reviewed the draft 2020 meeting calendar (APPENDIX III). Chairman Joseph requested a change in the June meeting date to June 4, 2020.

General Public Comment

There is no public comment.

Closed Session

9. In accordance with VA code 2.2-3711

- **Acquisition or disposition of real property**
- **Consultation with legal counsel**

MOTION: I move that the Finance Committee 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; and consultation with legal counsel, in accordance with Section 2.2-3711(A)(8) of the Code of Virginia.

So moved: Ms. Bunting.

Seconded: Chairman Joseph.

Discussion: None.

Public Comment: None.

Unanimously approved.

Reconvene

MOTION: I move that the Finance Committee 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; and consultation with legal counsel.

So moved: Ms. Bunting.

Seconded: Chairman 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 Finance Committee in executive session.

So moved: Ms. Bunting.

Seconded: Chairman Joseph.

Ayes: Chairman Joseph, Mary Bunting.

Nays: None.

Unanimously approved.

Adjournment

10. Next Meeting – November 14, 2019

Chairman Joseph adjourned the meeting at approximately 5:45pm.

Respectfully submitted,



John Hutcheson, Treasurer/Secretary