



Fort Monroe Authority Board of Trustees  
Finance Committee Meeting  
October 13, 2016 – 1:00pm  
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees Finance Committee met on October 13, 2016 at 1:00pm at 20 Ingalls Road, Fort Monroe, Virginia.

**Call to Order**

1. **Opening Comments – Jay Joseph, Chairman**  
Chairman Joseph called the meeting to order at
2. **Roll Call – Jessica Turner, Assistant Secretary**  
*Present:* Chairman Jay Joseph, Rob Shuford Jr., Senator Mamie Locke.  
*Absent:* Secretary Ric Brown, Dr. Bill Harvey, Larry Wilder for Secretary Todd Haymore.  
  
A quorum is not present.
3. **Approval of Minutes from June 9 and August 11, 2016**  
The approval of the minutes from June 9 and August 11, 2016 (APPENDIX I) will be deferred until the next meeting.

**Reports and Briefings**

4. **Financial Report – John Hutcheson, Deputy Executive Director**  
Deputy Executive Director John Hutcheson reviewed the Financial Report included in the Committee packet (APPENDIX II). A discussion ensued regarding funding from the Office of Economic Adjustment (OEA). Mr. Hutcheson stated the FY17 budget would also be presented to the FMA Board of Trustees for approval at its October meeting. The Committee agreed it would support approval by the Board.
5. **Executive Director's Report – Glenn Oder, Executive Director**  
Executive Director Glenn Oder provided an updated on the expansion of the National Park Service (NPS) property. The FMA has several prospective tenants for the buildings on the expanded NPS land. Mr. Hutcheson stated the FMA is working on a draft lease for the buildings in the expanded NPS property that would allow the FMA to continue to lease these buildings to tenants but give the buildings back to the NPS if the FMA no longer wanted them. Director Oder stated that this is consistent with previous direction provided by the Board.  
  
Director Oder provided an update on the Army transfer and the damage sustained by Hurricane Matthew. A discussion ensued regarding repairs and solutions to prevent similar damage during future storms.

Director Oder stated the FMA is preparing information to package the Building 5 complex that could be presented to the development community for proposals. Chairman Joseph commented that this project would set the tone for future private involvement at Fort Monroe.

#### **Old Business**

Director Oder reported that the FMA is interviewing candidates to fill the Historic Preservation Officer position.

#### **New Business**

##### **6. 2017 Meeting Calendar – Glenn Oder**

Chairman Joseph reviewed the 2017 meeting calendar included in the Committee packet (APPENDIX III) and requested moving the April 13, 2017 meeting to 3pm. Mr. Shuford indicated he has a conflict with the December 7, 2017 date and Chairman Joseph requested investigating another date for that meeting.

Director Oder reported that Hampton City Council approved the Mill Creek Pier.

Chairman Joseph asked for input regarding adding a member to the Finance Committee prior to the next meeting. Any suggested names should be emailed to Chairman Joseph or Director Oder.

#### **General Public Comment**

#### **Adjourn**

##### **8. The next Committee meeting is Thursday, December 8, 2016 at 1:00pm.**

Chairman Joseph adjourned the meeting at approximately 2:30pm

Respectfully submitted,

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Jesica Turner, Assistant Secretary

## APPENDIX

APPENDIX I – Minutes from June 9 and August 11, 2016

APPENDIX II - Financial Report

APPENDIX II – 2017 Meeting Calendar