



Fort Monroe Authority Board of Trustees
October 20, 2016
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees meeting was held on October 20, 2016 at the Paradise Ocean Club and Bay Breeze Conference Center, located at 490 Fenwick Road, Fort Monroe, VA 23651.

Call to Order

1. Opening Comments – Jim Moran, Chairman

Chairman Moran called the meeting to order at 1:00pm.

2. Roll Call – Jessica Turner, Assistant Secretary

Present: Chairman Jim Moran, Mary Bunting, Colin Campbell, Dr. Bill Harvey, Delegate Gordon Helsel, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Secretary Molly Ward, Larry Wilder for Secretary Todd Haymore

Absent: Vice Chairman Ralph Northam, Kim Maloney

3. Approval of Minutes from August 18, 2016 – Jim Moran, Chairman

MOTION: I move the approval of the August 18, 2016 meeting minutes (APPENDIX I).

So moved: Mr. Campbell

Seconded: Mr. Jarvis

Discussion: None.

Public Comment: None.

Unanimously approved.

Reports and Briefings

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

Executive Director Glenn Oder reviewed the Executive Director's Report included in the Board packet (APPENDIX II).

Director Oder stated the Fort Monroe Foundation would like to add another member, Jane Yerkes, to its Board of Directors. Secretary Ward stated that the FMA Board should continue to think about larger direction of the Foundation and its fundraising potential. Mr. Campbell responded that he continues to work to help the Foundation expand its activities.

MOTION: I move the appointment of Jane Yerkes to the Fort Monroe Foundation Board of Directors.

So moved: Mr. Campbell

Seconded: Senator Locke

Discussion: None.

Public Comment: None.

Unanimously approved.

5. Financial Report – John Hutcheson, Deputy Executive Director

Deputy Executive Director John Hutcheson reviewed the Financial Report included in the Board packet (APPENDIX III).

MOTION: I move the approval of revised FY17 budget as presented.

So moved: Mr. Joseph

Seconded: Senator Locke

Discussion: None.

Public Comment: None.

Unanimously approved.

6. Chairman’s Report – Jim Moran, Chairman

Chairman Moran stated that the Committee assignments are included in the packet (APPENDIX IV).

7. Fort Monroe National Monument Report – Terry Brown, Superintendent

Superintendent Terry Brown reported that he plans to bring on additional staff, including a Facility Manager, in 2017. Superintendent Brown also stated the timeline for the boundary revision anticipates the acquisition of the additional property to around May 2017. Superintendent Brown also stated that he has a great relationship with the FMA and that he expects excellent things from that partnership.

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

There is no City of Hampton report.

Old Business

9. Visitor Center Update – Glenn Oder

Director Oder reported that meetings are ongoing between Glavé & Holmes Architecture and the FMA and NPS staff. Presentations to the Board and meetings for public input are anticipated in the future.

New Business

10. Legislative Agenda – Glenn Oder

Director Oder reviewed the Legislative Agenda included in the Board packet (APPENDIX V).

Secretary Ward stated there needs to be more clarification regarding the intent on the staggering of terms for the additional citizen appointees. Assistant Attorney General Jim Fiorelli indicated that this clarification could be made at the Board’s discretion. Mr. Joseph stated the legislation should be crafted to have two citizen appointees terms expire each year.

MOTION: I move that the Board support legislation drafted at our request by the Office of the Attorney General, changing Section 2.2-2338 of the FMA Act regarding Board of Trustees membership, to provide for the Governor to appoint 8 non-legislative citizen members (instead of 5 non-legislative citizen members, 2 cabinet Secretaries, and the Lt. Governor) and request that our legislative members sponsor this legislation in the 2017 meeting of the General Assembly. The legislation should be crafted in such a way that two non-legislative citizen members' terms expire each year.

So moved: Mr. Campbell

Seconded: Mr. Joseph

Discussion: Chairman Moran stated that he is concerned removing the cabinet Secretaries may not be in the best interest of Fort Monroe. Secretary Ward responded that she believes now is the time to expand the citizen presence on the Board.

Ms. Bunting stated she shares the Chairman's concern and would suggest that the cabinet Secretaries be made ex officio members of the Board. Dr. Harvey stated that he agrees with this change.

MOTION: I move that the original motion be amended to include that the legislation should provide for the Secretaries of Natural Resources and Commerce and Trade, or their deputies, be ex officio non-voting members of the Board.

So moved: Ms. Bunting

Seconded: Dr. Harvey

Discussion: None.

Public Comment: None.

Unanimously approved.

RETURNING TO THE AMENDED MOTION

Public Comment: None.

Unanimously approved.

11. 2017 Meeting Calendar – Glenn Oder

Director Oder reviewed the 2017 Meeting Calendar included in the Board packet (APPENDIX VI).

General Public Comment

Public comments were received from Adrian Whitcomb, Citizens for a Fort Monroe National Park.

Closed Session

12. Acquisition or disposition of real property - in accordance with VA code 2.2-3711(a)(3)

- **EDC Negotiations**
- **NPS Easement**
- **NPS Transfer**
- **Lease agreements for Commonwealth property**

13. **Personnel Matters - in accordance with VA code 2.2-3711(a)(1)**
- **Employee performance evaluations of FMA staff**

MOTION: I move that these proceedings will continue in closed session to address the potential acquisition or disposition of real property pursuant to VA Code §2.2-3711(a)(3), more specifically the EDC negotiations with the Army, the transfer of Commonwealth property to the National Park Service, and lease agreements for Commonwealth property, and to address personnel matters, pursuant to VA Code §2.2-3711(a)(1), more specifically a discussion of employee performance evaluations of FMA staff.

So moved: Mr. Campbell

Seconded: Secretary Ward

Discussion: None

Unanimously approved

Reconvene

MOTION: I move that we adjourn closed session and reconvene in open session.

So moved: Mr. Campbell

Seconded: Mr. Joseph

Discussion: None.

Unanimously approved

ROLL CALL: Each member will now certify that only matters appropriate for closed session were discussed.

Ayes: Chairman Jim Moran, Mary Bunting, Colin Campbell, Delegate Gordon Helsel, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Secretary Molly Ward, Larry Wilder for Secretary Todd Haymore

Nays: None.

MOTION: I move that adoption of the resolution as presented (APPENDIX VII).

So moved: Mr. Campbell

Seconded: Ms. Bunting

Discussion: None.

Public Comment: None.

Ayes: Chairman Jim Moran, Mary Bunting, Colin Campbell, Delegate Gordon Helsel, Destry Jarvis, Senator Mamie Locke, Larry Wilder for Secretary Todd Haymore

Nays: None.

Abstain: Mr. Joseph, Secretary Ward.

The motion passes.

Director Oder announced that this is the last meeting for Assistant Attorney General Jim Fiorelli as counsel to the Board, as he is moving on in his career. Senior Assistant Attorney General Katheryn Surface Burks will take over as the representative from the Office of the Attorney General.

14. Next Meeting is December 15, 2016

Adjournment

MOTION: I move that the Board adjourn.

So moved: Mr. Wilder

Seconded: Mr. Campbell

Discussion: None.

Unanimously approved

Chairman Moran adjourned the meeting at approximately 3:00pm

Respectfully submitted,

Jesica Turner, Assistant Secretary

APPENDIX

APPENDIX I – Minutes from August 18, 2016 Meeting

APPENDIX II – Executive Director's Report

APPENDIX III – Financial Report

APPENDIX IV – Committee Assignments

APPENDIX V – Legislative Agenda

APPENDIX VI – 2017 Meeting Calendar

APPENDIX VII – Board Resolution