

**Greater Alexandria Economic Development Authority  
Special Call Executive & Government Relations Committee Meeting**

Minutes: Meeting of Wednesday, January 31, 2018

Present: Tamara Battles, Chair

Absent: John Carroll, Vice-Chair; Paula Nelson, Secretary/Treasurer

The monthly meeting of the Greater Alexandria Economic Development Authority's Executive & Government Relations Committee was not called to order due to no quorum.

**Greater Alexandria Economic Development Authority  
Special Call Human Resources Committee Meeting**

Minutes: Meeting of Wednesday, January 31, 2018

Present: Tamara Battles

Absent: Becky Barnes, Chair; Paula Nelson

The monthly meeting of the Greater Alexandria Economic Development Authority's Human Resource Committee was not called to order due to no quorum.

**Greater Alexandria Economic Development Authority  
Special Call Administration & Legal Committee Meeting**

Minutes: Meeting of Wednesday, January 31, 2018

Present: Ralph Covington; Jay Sharplin

Absent: John Carroll, Chair

The monthly meeting of the Greater Alexandria Economic Development Authority's Administration & Legal Committee was to order by Commissioner Covington at 8:07 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report from John Theriot, CPA regarding the December 2017 financial statements. A discussion was held.

It was moved by Commissioner Covington and seconded by Commissioner Sharplin to recommend approval of the December 2017 financial statements. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Covington and seconded by Commissioner Sharplin to recommend payment of the December 2017 accounting bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Covington and seconded by Commissioner Sharplin to recommend payment of the December 2017 legal bills. There being no public comments, motion passed by unanimous vote.

There being no further business to come before the Administration & Legal committee, the meeting was adjourned at 8:09 a.m.

**Greater Alexandria Economic Development Authority  
Special Call Economic Development Committee Meeting**

Minutes: Meeting of Wednesday, January 31, 2018

Present: Paula Nelson, Chair; Jay Sharplin

Absent: John Carroll

The monthly meeting of the Greater Alexandria Economic Development Authority's Economic Development Committee was called to order by Commissioner Nelson at 8:10 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Economic Development Committee, the meeting was adjourned at 8:10 a.m.

**Greater Alexandria Economic Development Authority  
Special Capital Projects Committee Meeting**

Minutes: Meeting of Wednesday, January 31, 2018

Present: Ralph Covington, Chair Jay Sharplin

Absent: John Carroll

The monthly meeting of the Greater Alexandria Economic Development Authority's Capital Projects Committee was called to order by Commissioner Carroll at 8:10 a.m. Executive Administrator, Angela Varnado, called the roll. A quorum was present.

The Committee heard a report from the Executive Director regarding the sale of the Masonic Drive property. Commissioner Caffery requested a letter from the GAEDA Board be written requesting that GAEDA be placed on City Council's agenda regarding this issue. A discussion was held.

Mr. Keith Hillman of Meyer, Meyer Lacroix Hixson updated the Committee on Phase 3 Masonic Drive project. A discussion was held.

There being no further business to come before the Capital Projects Committee, the meeting was adjourned at 8:50 a.m.

**Greater Alexandria Economic Development Authority  
Special Call Operations Committee Meeting**

Minutes: Meeting of Wednesday, January 31, 2018

Present: Michael Caffery, Chair; Ralph Covington

Absent: Becky Barnes

The monthly meeting of the Greater Alexandria Economic Development Authority's Operations Committee was called to order by Commissioner Caffery at 9:20 a.m. Executive Administrator, Angela Varnado, called the roll. A quorum was not present.

The Executive Director informed the Committee that staff will be ordering new file cabinets and chairs. The furniture has not been replaced over 10 years. The Committee agreed. A discussion was held.

There being no further business to come before the Operations Committee, the meeting was adjourned at 8:54 a.m.

**Greater Alexandria Economic Development Authority  
Special Call Meeting**

Minutes: Meeting of Wednesday, January 31, 2018

Present: Tamara Battles, Chair; Paula Nelson, Secretary/Treasurer; Michael Caffery;  
Jay Sharplin; Ralph Covington

Absent: Becky Barnes; John Carroll, Vice-Chair

The monthly meeting of the Greater Alexandria Economic Development Authority was called to order at 8:54 a.m. by Commissioner Battles. Executive Administrator, Angela Varnado called the roll. A quorum was present.

It was moved Commissioner Nelson and seconded by Commissioner Caffery to approve the January 2018 Consent Agenda:

- a) Motion to approve the minutes from the December 2017 board meeting
- b) Motion to approve payment of the December 2017 legal bills
- c) Motion to accept the December 2017 financial statements
- d) Motion to approve payment of the December 2017 accounting bill

There being no public comments, motion passed by unanimous vote. .

The Board held elections of the 2018 Officers.

It was moved by Commissioner Caffery and seconded by Commissioner Battles to open nominations for Board Chair. There being no public comments, nominations were open by unanimous vote.

Commissioner Sharplin nominated Commissioner Battles.  
Commissioner Caffery nominated himself.

It was moved by Commissioner Caffery and seconded by Commissioner Battles to closed nominations for Board Chair. There being no public comments, nominations were closed by unanimous vote. On the nomination of Commissioner Battles a roll call vote was taken with the following results:

Commissioner Battles-Yea  
Commissioner Sharplin-Yea  
Commissioner Caffery-No  
Commissioner Covington- Yea

There being no public comments, motion passed by 4 to 1 vote.

It was moved by Commissioner Battles and seconded by Commissioner Covington to open nominations for Board Vice-Chair. There being no public comments, nominations were open by unanimous vote.

Commissioner Sharplin nominated Commissioner Caffery.

With no other nomination, for Board Vice-Chair a roll call vote was taken to elect Commissioner Caffery as Vice-Chair with the following results:

Commissioner Battles-Yea  
Commissioner Sharplin-Yea  
Commissioner Nelson- Abstained  
Commissioner Covington- Yea  
Commissioner Caffery-Yea

There being no public comments, motion passed by 4 to 1 vote.

The Executive Director stated that he will give a progress report of the action items in the 2017 Strategic Planning report at the next meeting.

Commissioner Caffery requested that Mr. Willie Spears of the GAEDA Revitalization Corporation (GRC) meeting to give an Annual report to the Board at the next meeting.

Commissioner Caffery further requested that the Commissioners consider having another Strategic retreat to review action items and determine if that is the course the Authority will remain on. A discussion was held.

There being no further business to come before the Board, the meeting was adjourned at 9:06 a.m.