

February 28, 2008

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, February 28, 2008, at 3:00 p.m. at the Council Room of the Wytheville Municipal Building located at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

Joe Freeman, Chairman
Linda DiYorio
Dana R. Pack
Foy Patton

William F. Snyder, Vice Chairman
Tom W. Jones
David Elmore

MEMBERS ABSENT

None

EX-OFFICIO MEMBERS PRESENT

C. Wayne Sutherland, Jr., Wytheville Town Manager

EX-OFFICIO MEMBERS ABSENT

R. Cellell Dalton, Wythe County Administrator
Raymond E. Matney, Rural Retreat Town Manager

DETERMINATION OF QUORUM

Chairman Freeman called the meeting to order and determined a quorum to be present. Dr. Snyder offered the invocation, and Mr. Freeman led the Pledge of Allegiance.

CITIZENS' TIME

Mr. Freeman asked if there were any persons present who wished to address the board during citizens' time. Dr. Hawthorne welcomed Mr. Patton to the board. There being no other comments from anyone, Chairman Freeman proceeded with the meeting.

PRESENTATION-RESOLUTION TO DANNY GORDON

Mr. Freeman read the resolution adopted at the last board meeting, and presented it to Mr. Gordon. Ms. Skeens took a photograph of the presentation for submission to the *Wytheville Enterprise*. Mr. Gordon thanked the board.

APPROVAL OF MINUTES -January 24, 2008, board meeting

Ms. DiYorio made a motion, seconded by Mr. Jones, to adopt the minutes as presented. The motion passed unanimously.

APPROVAL OF INVOICES

Mr. Pack inquired about check # 5486 to Anthem Dental, and Dr. Hawthorne explained it was dental insurance. Mr. Pack inquired about check #5489 to Dr. Robert Moore, and Mr. Freeman answered it was office rent. Mr. Pack inquired about check #5500 to First Bank Virginia, and Dr. Hawthorne explained it was the federal payroll tax deposit and noted that the next check# 5501 was for state taxes. Mr. Pack made a motion, seconded by Dr. Snyder, to pay the invoices as presented.

Joint IDA of Wythe County

Check Register

For the Period From January 25, 2008 through February 28, 2008

Check #	Date	Payee	Amount
5485	2/21/08	Appalachian Power	124.05
5486	2/22/08	Anthem Southeast Dental	74.23
5487	2/22/08	Anthem Blue Cross and Blue Shield	1,545.21
5488	2/28/08	D&D Trophies	700.00
5489	2/28/08	Robert G. Moore	1,100.00
5490	2/28/08	Sprint PCS	81.50
5491	2/28/08	Embarq	130.67
5492	2/28/08	VA Economic Dev Assoc.	190.00
5493	2/28/08	Bankcard Services	551.48
5494	2/28/08	Wytheville Office Supply	25.96
5495	2/28/08	Xerox	267.86
5496	2/28/08	The Mount Rogers Dev Partnersh	6,899.75
5497	2/28/08	Alan R. Hawthorne	4,241.39
5498	2/28/08	Danielle M. Skeens	1,827.80
5499	2/28/08	Michael B. Webb	2,399.17
5500	2/28/08	First Bank of Virginia	3,106.37
5501	2/28/08	VA Dept Of Taxation	526.06
5502	2/28/08	Postmaster	123.00

Check #	Date	Payee	Amount
5503	2/28/08	Alan Hawthorne - Reimbursement	121.20
5504	2/28/08	Principal Life Insurance Co.	105.86
5505	2/28/08	Danielle M. Skeens	40.40
5506	2/28/08	Mike Webb	8.57
5507	2/28/08	Town of Wytheville - Postage	9.02
Total			24,199.55

OLD BUSINESS

ENTREPRENEUR EXPRESS WORKSHOP-APRIL 10, 2008

Dr. Hawthorne commented on the upcoming Entrepreneur Express Workshop stating it was important to get the word out. He stated this is a good opportunity for anyone interesting in start ups or expansion. Dr. Hawthorne discussed the success of this event at other locations and the resources that it provides.

INDUSTRY APPRECIATION GOLF TOURNAMENT- MAY 15, 2008

Mr. Webb reported that the golf committee met. They decided to keep the entrance fee at \$40 per player and the reception sponsorship at \$100. Mr. Webb reported that hole sponsorship for 2008 will rise to \$50. Mr. Elmore noted the committee meets again on March 11. Mr. Webb asked board members to attend the reception following the tournament.

PROPOSED BUDGET FY 2008-2009

Mr. Freeman advised the board that the executive committee, serving as the budget committee, had met on February 14, 2008, to review the proposed budget. He stated each line item had been reviewed and that there was a 2.85% increase in the proposed budget. Mr. Freeman noted that there might be a change in the insurance which would affect Dr. Hawthorne and Ms. Skeens. Dr. Hawthorne stated that he had researched and was proposing a high deductible health plan coupled with a Health Savings Account for next year's health insurance plan. This allows employees to use more pretax dollars for their health care. Dr. Hawthorne stated the Health Savings Account runs on a calendar fiscal year, and he suggested the Joint IDA contribute \$600.00 starting in July for the first part of 2008 should this new insurance plan be approved. Mr. Freeman stated the switch will result in a lower cost to the Joint IDA and perhaps better benefits to the employees. Dr. Hawthorne stated that the money in the Health Savings Accounts be carried over from year to year and the employee can make additional contributions to the account depending on their enrollment, single or family. Mr. Pack asked what happens should the employee become deceased. Dr. Hawthorne stated the money that is in the account goes to the individual's estate and that it is, not the company's money. It is a tax deferral account and is

similar to a IRA. Dr. Hawthorne commented that this plan would save the Joint IDA money. Mr. Elmore made a motion to endorse the switch to the High Deductible Health Plan and Health Savings Account. Mr. Pack seconded the motion. There was no additional discussion and the motion passed unanimously.

Dr. Hawthorne commented that this was a proposed budget and the final budget would be approved sometime in May or June with very little change anticipated. Dr. Snyder made a motion to accept the proposed budget, seconded by Mr. Elmore. With no further discussion the motion passed unanimously.

OTHER

Mr. Elmore commented that he and Ms. DiYorio are working on an employee policy manual, and this will be reported to the board in the near future.

Dr. Hawthorne provided an update on some of the strategic planning initiatives.

NEW BUSINESS

STAFF STATUS UPDATE

Dr. Hawthorne extended congratulations to Mr. Webb on his new job as executive director of the Rockbridge Partnership. He stated Mr. Webb's job there would be a similar scope of activity. Dr. Hawthorne commented it had been a pleasure working with Mr. Webb and he appreciated all that he had contributed to the Joint IDA in his six years of being the associate director. Chairman Freeman congratulated and thanked Mr. Webb for his dedicated service and contributions to the Joint IDA. Mr. Wayne Sutherland extended his congratulations and best wishes to Mr. Webb on behalf of the Town of Wytheville. Mr. Bucky Sharitz offered best wishes to Mr. Webb on behalf of Wythe County and wished him well on his new endeavor. Mr. Webb stated it had been a great six years. He commented that he was pleased to have been part of some amazing projects within his tenure. He further stated that he was thankful for all the support while in his position.

Dr. Hawthorne reminded the board of the luncheon on Friday, February 29, 2008 for Mr. Webb at the Peking Restaurant.

VIRGINIA BUSINESS MAGAZINE COVERAGE OF MAGNETIC TECHNOLOGIES

Dr. Hawthorne presented copies of the article in *Virginia Business Magazine* which gives recognition to Magnetic Technologies and Mr. Tom Hough. He stated this was some nice coverage for them. Dr. Hawthorne stated they are still working on a press release.

QUARTERLY NEWSLETTER

The board reviewed the latest newsletter.

VIRGINIA FREEDOM OF INFORMATION ACT GUIDE AND BRIEFING

Dr. Hawthorne reminded the board that they are bound by the Virginia Freedom of Information Act (FOIA). Ms. Skeens passed out a pop quiz about the FOIA to the board members. After giving them time to take the quiz, Dr. Hawthorne went over the correct answers. He recommended the board refer to the Weldon Copper Center's booklet about the FOIA if they wanted to learn more.

PROJECTS UPDATE

Mr. Jones made a motion to enter into closed session as permitted by Section 2.2-3711(a)(5) of the Virginia Freedom of Information Act, Code of Virginia to discuss unannounced projects. The motion was seconded by Dr. Snyder, and passed unanimously. Mr. Jones made motion, and Ms. DiYorio, seconded, to reconvene in open session. The motion passed unanimously. Mr. Jones moved that the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat certify that, in the closed meeting just concluded, nothing was discussed except the matter (1) specifically identified in the motion to convene in a closed meeting and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. The motion was seconded by Mr. Elmore, and passed.

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certificate by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat, hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certificate resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat.

Motion was passed with the following roll call vote:

AYES: William Snyder	Tom Jones
Joe Freeman	Dana Pack
Dave Elmore	Linda DiYorio
Foy Patton	

NAYS: None

ABSENT DURING MEETING: None

ABSENT DURING VOTE: None

OTHER

Ms. DiYorio passed around a copy of the *Progressive Farmer Magazine* showing coverage of Wythe County as one of the top places to live in the south.

ADJOURN

There being no other business, Mr. Freeman adjourned the meeting at 4:09 p.m.

Joseph W. Freeman, Chairman

Attest:

Danielle M. Skeens, Secretary