



Board of Directors

Development Authority Conference Room  
300 Foxcroft Avenue, Suite 201, Martinsburg, WV 25401

Or Via Zoom Meeting Option:

<https://us02web.zoom.us/j/418927413>

Phone: 1-301-715-8592 Meeting ID: 418 927 413

**Wednesday, November 18, 2020 | 9:30 a.m.**

AGENDA

- I. Call to Order
- II. Determination of Members Present and Existence of a Quorum
- III. Proof and Filing by Secretary of Notice of Meeting
- IV. Reading and Disposal of Prior Month Meeting Minutes
- V. Public Comments
- VI. President's Report
- VII. Finance/ Audit Committee Report
- VIII. Letter of Intent to Purchase Property
- IX. Request for Qualifications
- X. Reports of Chairpersons of Standing Committees
  - A. Executive
  - B. Business Development
  - C. Marketing
  - D. Government Affairs and Infrastructure
  - E. Property Management
- XI. Report of Staff
  - a. Executive Director
  - b. Economic Development Coordinator
  - c. Administrative Services Coordinator
- XII. New Business
- XIII. Other Business
  - A. Approval of Industrial Access Road Application
- XIV. Executive Session
  - (a.) Discuss pending legal matters with Counsel (if necessary)
  - (b.) Discuss personnel matters (if necessary)
  - (c.) Discuss real estate matters involving competitive bids, property transactions (if necessary)
- XV. Member Informational Reports and Announcements
- XVI. Adjournment

*The BCDA reserves the right to change the order of the Agenda and to go into Executive Session to discuss subjects as appropriate pursuant to WV Code 6-9A-4*

**Posted to the public on November 12, 2020**

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The mission of the Berkeley County Development Authority is to promote sustainable industrial and economic development and increased employment and tax base through the cooperative sharing of resources within the community.