



**DEVELOPMENT
AUTHORITY**
OF BERKELEY COUNTY

**Board of Directors Monthly Meeting
Development Authority Conference Room
300 Foxcroft Avenue, Suite 201, Martinsburg, WV 25401**

Or Join Zoom Meeting

<https://us02web.zoom.us/j/84552374912>

[Meeting ID: 845 5237 4912](https://us02web.zoom.us/j/84552374912)

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[Phone: 301-715-8592 Meeting ID 845 5237 4912#](https://us02web.zoom.us/j/84552374912)

AGENDA

Wednesday, May 11, 2022 | 9:30 a.m.

- 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
 - A. Recommendation for Banking Services
 - B. Recommendation for Accounting Services
 - C. Approval of FY 2019-2020 Financial Audit Report
 - D. Approval of FY 2020-2021 Financial Audit Report
- VIII. Reports of Chairpersons of Standing Committees
 - A. Executive-Recommendation for Legal Services
 - B. Business Development
 - a. Approval of the extension of the Project West Side Contract
 - b. Approval of Project Maple extension
 - C. Marketing-Recommendation for Marketing and Social Media Services
 - D. Government Affairs and Infrastructure
 - E. Property Management
 - a. Recommendation for Property Management Services
 - b. Update and Recommendation of Lease Agreement
- IX. Report of Chairperson of Ad-Hoc Strategic Plan Committee
- X. Report of Chairperson of Ad-Hoc Nominating Committee
 - a. Presentation of slate of Officers
- XI. Report of Staff
 - a. Executive Director
 - b. Associate Executive Director
 - c. Economic Development Coordinator
- XII. New Business
- XIII. Other Business
- XIV. Executive Session
 - (a.) Discuss Personnel matters (if necessary)
 - (b.) Discuss pending legal matters with Counsel (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 Thursday, May 5, 2022

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.