



MINUTES

Special Board of Directors Meeting-REVISED

Berkeley County Development Authority

March 30, 2018 at 9:00 a.m.

PRESENT:	Jim Barnes	Tony Lewis, Secretary
	Bob Butler	P.J. Orsini*
	Steve Cox	Hoy Shingleton
	Helen Harris, Vice President	Nan Stevens, President
	Tony Lewis	Bill Stubblefield
	George Karos	Hunter Wilson

ABSENT: Greg Ahalt, Alan Davis, Dennis Donaldson, Dan Dulyea, Amanda Giangola, Montie Hicks, Megan Michael, Jim Seibert*, Kevin Starliper; and Jim Welton

OTHERS PRESENT: Sandy Hamilton, Executive Director; Tara Price, Administrative Services Coordinator; Rachel Snively, Berkeley County Council; and Jennifer Wishmeyer, Region 9

- I. Call to order. President Stevens called the meeting to order at 9:00 a.m. in the Authority Board Room, Martinsburg, WV.
- II. Determination of Members Present and Existence of a Quorum. President Stevens reported that a quorum was present.
- III. Proof and Filing by Secretary of Notice of Meeting: President Stevens confirmed the meeting agenda was posted to the public March 27, 2018. She introduced Rachel Snively, Berkeley County Council and Jennifer Wishmeyer, Region 9, here at the meeting to discuss grant applications.
- IV. Discussion of real estate matters and grant applications:
 - (a) Mr. Wilson made a motion to enter Executive session to discuss grant applications. Seconded by Mr. Stubblefield. Motion carried. Possible action may be taken. Executive Session adjourned at 9:42 a.m. Guests were excused. Mr. Barnes made a motion to table the discussion till the next Board Meeting. Seconded by Mr. Shingleton. Motion carried.
 - (b) Mr. Seibert made a motion to enter Executive Session to discuss real estate matters. Seconded by Mr. Cox. Possible action may be taken. Executive Session adjourned at 10:07 a.m. Motion made by Mr. Stubblefield to approve bid of Alpha Associates Inc. not to exceed \$24,375 for inspection services. Seconded by Mr. Cox. Motion carried.

*Denotes revision made after Board Meeting. Minutes approved with these revisions requested.

XVI. Adjournment. There being no further business, the meeting was adjourned at 10:08 a.m.

Respectfully submitted,

Anthony Lewis
Secretary

Nanette Stevens,
President