



**Board of Directors Monthly Meeting**  
**Development Authority Conference Room**  
**300 Foxcroft Ave, Suite 201, Martinsburg, WV 25401**  
**Join Zoom Meeting: <https://us02web.zoom.us/j/86962321313>**  
**One tap mobile - Phone: 301-715-8592**

**AGENDA**  
**Wednesday, March 11, 2026 | 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
- VIII. Reports of Chairpersons of Standing Committees
  - A. Executive
  - B. Business Development
  - C. Government Affairs and Infrastructure
- IX. Property Management
- X. Report of Staff
  - A. Executive Director
  - B. Economic Development Coordinator
- XI. New Business
  - A. Boys & Girls Club Presentation
- XII. Other Business
- XIII. 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)
- XIV. Member Informational Reports and Announcements
- XV. 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 Friday, March 6, 2026**

**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.**