



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, May 13, 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
 - A. Consideration and Approval of Financial Support for the Boys & Girls Club of the Eastern Panhandle
 - B. Approval of FY2026–2027 Budget
 - C. Renew the CDARS account for an additional 13-week term at the offered rate
- VIII. Reports of Chairpersons of Standing Committees
 - A. Executive
 1. Annual Review of Executive Director
 - B. Business Development
 1. Approval of Project Allstar Project Development and Pre-Design Consulting Services
 2. Approval of PSA for Willis Site to THB
 3. Amendment to Purchase and Sale Agreement for Marx Development Group.
 4. WVU Medicine - Letter of Intent
 - C. Government Affairs and Infrastructure
- IX. Property Management
- X. Report of Chairperson of Ad-Hoc Nominating Committee
 - A. Presentation of Slate of Officers
- XI. Report of Staff
 - A. Executive Director
 - B. Economic Development Coordinator
- XII. New Business
 - A. Approval to Partner with Blue Ridge Community and Technical College for Participation in the Learn and Earn Program (Part-Time Employee Placement)
- 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 7, 2026