MINUTES

Board of Directors Meeting
Development Authority Conference Room and Via Zoom
October 14, 2026, at 9:30 a.m.

Brad Close, President	Eddie Gochenour	John Reisenweber
Margie Bartles, Vice President	Doug Long	Hoy Shingleton
Abe Ashton, Treasurer	Amy Orndoff	Patrick Winkelman
Mary Sue Catlett, Secretary	PJ Orsini	

ABSENT: Jason Barrett; Kevin Knowles; Brandon Smith; Donna Van Metre
OTHER ATTENDEES: Jennifer Smith, Executive Director; Leslie Gantt, Economic Development Coordinator; Candace Dalton Pevarnik, Office Administrator, Mack Jeter, BCDA Staff
GUESTS: Ken Barton, Legal Counsel, Steptoe & Johnson; Joe Sturm, First Management Group; Chris Strovel, Senator Capito's Office

I. Call to Order – President Close brought the meeting to order at 9:27 a.m.

II. Determination of Members Present and Existence of a Quorum – President Close reported that a quorum was present.

III. Proof and Filing by Secretary of Notice of Meeting – The meeting agenda was posted to the public on Thursday, October 8, 2026.

IV. Reading and Disposal of Prior Month Meeting Minutes - The Board reviewed the minutes of the last Board Meeting on September 9, 2026. The minutes were approved.

V. Public Comments – No comments.

VI. President's Report – No report.

VII. Finance/ Audit Committee Report – Mr. Ashton said the financials were in the packets. There were no questions.

Ms. Orndoff made a motion to accept the proposal for the FY2025 audit from Perry & Associates upon approval by the state. Seconded by Mr. Reisenweber. Motion approved.

Ms. Bartles made a motion to accept the Financial Report as presented, subject to audit. Seconded by Ms. Shingleton. Motion approved.

VIII. Reports of Chairpersons of Standing Committees

A. Executive – President Close shared that the Executive Committee had met that morning and approved details and funding to recognize Ms. Smith.

B. Business Development – Chairman Orsini said they have met but had nothing until Executive Session. There were no questions.

C. Government Affairs and Infrastructure – Have not met. No report.

IX. Property Management – Chairwoman Bartles said the Property Management Report was in

the packet. Mr. Sturm gave an update on property projects. There were no questions.

Ms. Bartles made a motion to renew the Small Business Development Center lease for $350 a month for three years. Seconded by Mr. Ashton. Motion approved.

X. Report of Staff

A. Executive Director – Ms. Smith presented her report. There were no questions.

B. Economic Development Coordinator – Ms. Gantt presented her report. There were no questions.

XI. New Business – There was none.

XII. Other Business – There was none.

XIII. Executive Session

Mr. Gochenour made the motion to enter Executive Session at 9:46 a.m. to confer with counsel on pending legal matters and real estate matters. Seconded by Mr. Winkelman. Motion approved. The board returned to open session at 10:11 a.m. No action was taken.

XIV. Member Informational Reports and Announcements

XV. Adjournment - There being no further business, the meeting was adjourned at 10:13 a.m.

Respectfully submitted,

Mary Sue Catlett	Brad Close
Secretary	President