



Document #2:

Executive Committee (EC) Meeting Minutes

Wednesday, October 11, 2023

Zoom Meeting: October 11, 2023 – 8:00 a.m. – 9:30 a.m. (Note: 90 minutes)

Attended: Theodore L. Chandler, Jr., Thomas R. Frantz, Nancy Grden, Ross Grogg, Bob Holsworth, Sarah Jane Kirkland, Christopher Lloyd, John W. Martin, Laura Robidoux, Bryan Stephens

Absent: Brian Anderson, Cliff Fleet, Wilson Flohr, Moses Foster, Greg Gilligan, Mitch Haddon, Aubrey L. Layne, Peggy Layne, John F. Reinhart, James Spore,

Agenda Items:

1. Welcome and Minutes Approval: September 13 EC Meeting Minutes
2. Convergence 2023 Discussion
3. Financial Review
4. Committee Updates
5. Initiatives' Next Steps
6. 2023 Directors/MIC Survey
7. RVA757 Connects' Staffing
8. Meetings
9. Schedule for 2024
10. Old Business / New Business

Welcome and Minutes Approval: September 13 EC Meeting Minutes

The EC unanimously approved the September 13, 2023 EC meeting minutes.

Convergence 2023 Discussion

The EC thanked Brian Anderson and Bryan Stephens and their respective staffs for their amazing support in planning and running Convergence 2023. This year's meeting held a record in attendance and sponsorships. A regroup meeting with the Chambers will be scheduled to discuss feedback and plan for next year's event.

EC discussion and feedback included:

- Start planning for the event earlier in the year.



- Get speakers lined up earlier in the year.
- Deep dive into event planning earlier in the process.
- Make it a single-day event: 10 a.m. to 4 p.m. with no dinner.
- Expand invitations to the entire business community.
- Request a video of the Governor speaking.

Other speaker suggestions include:

- National economic expert speaker.
- Megaregion leader from Cascadia or the Texas Triangle.

Next Step:

- RVA757 Connects will set up a meeting with Chambers to have post-event discussion about the suggestions and event follow up survey results.

Financial Review

The financial bookkeeping is transitioning from to SIR and PBMares. Reporting will become more streamlined with an upgrade in QuickBooks' annual subscription where grant flow through funding can be tracked and reported separately.

Almost all 2023 pledges have been collected. New pledges are coming in from new directors, and new grant opportunities are opening. These additional funds have not yet been captured in our organization's financial report. The organization is on track for its 2023 budget of \$515,000.

Next Steps:

- Update RVA757 Connects' QuickBooks subscription
- Prepare year-end report in December.

Committee Updates

- **Development** – Once hired, the Development Director will lead this committee. This year, the Development Committee has completed thank you calls and is making progress collecting renewals and expanding funding interests. The general brochure and printed map will be used to inform new supporters about our organization and priority areas.
- **Governance & Nominations** – A first draft of the employee handbook is under review. This handbook will be compared to other organizations' handbooks to provide a holistic view. This provides the groundwork for a growing team. Additional checks and balances will be included, such as the process for bills and payroll.

A few director seats remain on the board. Those with pending invitations will be reapproached for their final responses. The remaining seats will remain open until the Development Director is hired.

Other suggested directors include:

- Dr. David Doré, new chancellor of VCCS
- James Soloman, President and CEO of Sumitomo Machinery Corporation of America

The EC will continue meeting in a monthly cadence in 2024. The Governance and Nominations Committee will lead a meeting to review the EC members toward the end of the year.

MIC members in Hampton Roads have begun meeting monthly. The future of the MIC's role for RVA757 Connects will be discussed at a later meeting.

- **Government Relations** – The Government Relations Committee recommended that suggestions for the 2024 legislative agenda should not be included in the 2023 board/MIC survey but will be presented to the EC after the November elections and to the full board and MIC in December via email.

Next Step:

- Write a letter to the Administration with funding suggestions.

Initiatives' Next Steps

- **Global Internet Hub**
 - Map – The map is available for anyone who requests it.
 - Global Internet Hub Council– Monthly meetings will be scheduled with the Council.
 - PCs for People – RVA757 Connects will schedule pre-meetings in Hampton Roads for PCs for People. After this introduction, RVA757 Connects will schedule a meeting for potential Richmond and Hampton Roads investors for PCs for People.
- **Rail** – RVA757 Connects continues meeting with Virginia's Department of Rail & Public Transportation (DRPT) and the Virginia Passenger Rail Authority (VPRA). The focus remains on the five-year plan. Long Bridge is still the major ongoing project. It was suggested to include this in the 2024 legislative agenda.
- **Trail** – Staff continues to meet with Jon Luginbill, Executive Director of Metropolitan Richmond Sports Backers and advocate for the Fall Line Trail. RVA757 Connects'



staff will construct a white paper on the return of investment (ROI) of longer trails, such as the Fall Line Trail and BoAT (Virginia Capital Trail) using the same methodology used to advocate for the I-64 Gap Project.

Changes in Virginia's SMART SCALE will be discussed at a later meeting.

2023 Directors/MIC Survey

The legislative agenda question will be removed from the board/MIC survey.

Suggested additions to the survey include:

- What other priorities should we be considering as an organization?
- Add language for workforce development / site readiness related to organization priorities.
- Add language for GOVA support.
- Add language for university collaboration with economic development initiatives.

Next Step:

- Update survey, send to EC for approval, and launch to stakeholders.

RVA757 Connects' Staffing

- Greg Gilligan will become the VP of Operations.
- Laura Robidoux is stepping down as Business Manager. Libby Dozier is managing finances and administrative duties until a replacement is hired.
- Development Director – This new position will be funded by operations support and Global Internet Hub Council support.
- GIH Manager – A job description will be constructed for this future position.

Meetings

- The next EC meeting is scheduled for Wednesday, November 8.
- The final Board/MIC meeting of the year is scheduled for Wednesday, November 15.
 - Nancy Grden and Wilson Flohr will provide a 10-minute presentation on GOVA.
 - Featured Topic – RVA757 Connects' Future Organizational Priorities
Members will participate in breakout sessions and provide input.



- No speaker will be invited. This meeting will be a brainstorming session. The EC will help construct a strawman for possible input.

Schedule for 2024

- 2024 meeting dates include: Feb 21, April 24, Sept 26 (Convergence), and Nov 20. It's important to commit to and share these dates as soon as possible.

Old Business / New Business

N/A

Meeting adjourned at 9:37 a.m.