



## March 31, 2021 Executive Committee Meeting Minutes

**Zoom Meeting:** March 31, 2021 – 8:00 am – 9:00 am

**Invited:** Ted Chandler, Cliff Fleet, Moses Foster, Tom Frantz, Bob Holsworth, Sarahjane Kirkland, Peggy Layne, John Martin, John Reinhart, Laura Robidoux

**Absent:** Jim Spore

### **Agenda Items:**

- Approve March 24<sup>th</sup> EC Minutes
- Nominations Committee Update
- I-64 Gap Funding Update
- Fundraising Approach Recap
- Old Business/New Businesses

### **Approve March 24<sup>th</sup> EC Minutes**

The Executive Committee unanimously approved the March 24<sup>th</sup> EC Meeting Minutes.

### **Nominations Committee Update**

We have a very robust list of people. The timeline has been altered to accommodate the time needed to appropriately explore board nominations.

Sarahjane shared updated timeline goals (\*newly updated via email):

- **April 12<sup>th</sup>:** Final List recommendations sent to John Martin for review
- **April 14<sup>th</sup>:** EC receives list of recommendations
- **April 15<sup>th</sup> – 21<sup>st</sup>:** Time to evaluate list – John to begin extending formal invitation to board members
- **April 22<sup>nd</sup> – May 7<sup>th</sup>:** All invites extended
- **May 7<sup>th</sup> – June 4<sup>th</sup>:** John Martin conducts orientation meetings for new board members (Include smaller breakout rooms with some of our EC members for the new board to get to know each other and discuss some of the projects, similar to last time)
- **May 26<sup>th</sup>:** RVA757 Connects Communications forum (All invited new board members to be included in the invitation list – recommend including all names on the nomination list to help with future engagement efforts)
- **June 9<sup>th</sup>:** Board meeting

John Martin suggested creating a briefing deck and list of questions to ensure we're bringing on individuals who will be passionate about our cause. The nominations list can also be used to tap into committee work (short term) and board membership (long term).

Next Steps:

- Prepare materials for nominees.
- Prepare a list of candidates for the Executive Committee to review.

### **I-64 Gap Funding Update**

The Executive Committee unanimously approved the I-64 Gap project letter and supported sending it.

There is growing excitement around our initiatives. The Executive Committee discussed people who can help us move our priorities forward, especially with I-64 Gap project.

Next Steps:

- Prepare a I-64 Gap Project Plan.
- Prepare Capital Trail Plan.

### **Fundraising Approach Recap**

The Executive Committee reviewed the steps required to move forward with fundraising initiatives as shown on the Development Plan. John Martin shared an initial list of possible candidates for the Development Committee, requesting for one Executive Committee member to oversee fundraising developments and report back to the group. The Development Committee will start by asking board members for support and build out from there to companies who have not yet joined our efforts.

The Executive Committee discussed the importance of having clear materials and documents for the committee to share. It was suggested to use the RVA757 Connects website as a source to access information after presentations, meetings, and funding requests.

Beyond the board, we intend to also seek out grants for our initiatives.

Next Steps:

- Construct a second draft of the Development Plan.
- Recruit a Development Committee for fundraising and set up an introductory meeting.
- Begin creating fundraising materials for distribution.
- File our 990 so we can complete the Department of Agriculture paperwork (allows for soliciting funds).

### **Old Business/New Businesses**

There was a general discussion about the GO Virginia Talent Pipeline Study developments. The Research Council has been meeting consistently every two weeks. Chmura is providing in-depth data analysis of our current talent pool and workforce pipeline. This work will be complemented with primary research.

The Executive Committee agreed that it would be beneficial to invite a member of the Research Council to our weekly meeting (approximately two weeks from now) to share GOVA Research Council findings to date. The Executive Committee discussed inviting additional guests, such as Mark Hourigan from GO Virginia Region 5 (RVA) to hear these preliminary findings.

John Martin intends to reach out to the Charlottesville Chamber to share about our organization, apprise them of our efforts, and inform them of their inclusion in the talent study.

Next Steps:

- Invite Wilson and Mark to Executive Committee meeting about the GOVA grant.
- John Martin will reach out to Charlottesville Chamber.