



## Document #2: Executive Committee Meeting Minutes

Wednesday, May 18, 2022

**Zoom Meeting:** May 18, 2022 – 8:00 am – 9:00 am

**Attended:** Wilson Flohr, Thomas R. Frantz, Bob Holsworth, Sarah Jane Kirkland, John W. Martin, and Laura Robidoux

**Absent:** Theodore L. Chandler, Jr., Cliff Fleet, Moses Foster, Greg Gilligan, Aubrey L. Layne, Peggy Layne, John F. Reinhart, James Spore

### Agenda Items:

- Approve April 20<sup>th</sup> Executive Committee Minutes
- Financial Update – Flash Report – Confirming with PBMares
- RVA757 Connects' Database Update
- 2021 Tax Filing Review and Process Discussion
- I-64 Gap Project Update
  - Sample GA Letters
  - Sample VDOT Grant Letters
  - RVA Update – Central Virginia Transportation Authority Update
- Global Internet Hub Strategic Plan
  - Development Process – June 21 Kickoff
  - GO Virginia Grant Update
- Convergence 2022 Update – October 13-14
  - Sponsorship Approach – Draft 1
  - Speaker Requests
- I-64 Opportunity Study Report Mailing to Key Stakeholders
- Old Business / New Business

### Approve April 20<sup>th</sup> Executive Committee Minutes

No vote was held because there was not a quorum. A vote will be held at a following meeting.



### **Financial Update – Flash Report**

We are in the process of confirming the flash report information with PBMares. Jennifer French is reviewing the report to verify the information, including 2021 carryover amount. Once approved, this report will be shared with the EC to provide financial updates.

Fundraising is slowly underway, with personalized thank you letters being sent along with 2022 invoices. So far, \$240,000 in 2022 pledges have been invoiced.

#### Next Steps:

- The finalized financial report will be shared with the EC.
- Fundraising will continue with grant applications and EC invoices.

### **2021 Tax Filing Review and Process Discussion**

John Martin provided an update on RVA757 Connects' 2021 tax filing status. The EC will review the current draft of the IRS form 990 and send questions and suggestions. It's noted that the 2021 tax filing has been switched to accrual. Jennifer French assisted with the distribution of the 1099s for 2021.

There will be a follow up discussion at the next EC meeting, along with a vote to approve the 2021 990. The final 990 will be posted in the website's document portal for the Board of Directors to review.

#### Next Step:

- The EC will provide questions and suggestions as needed about the 990.

### **RVA757 Connects' Database Update**

The database is quickly growing, with over 1,200 individuals now included. We are well on our way to our 5,000-person goal.

#### Next Step:

- The EC will continue sending contacts for Greg Gilligan to upload into the database.

### **I-64 Gap Project Update**

Updates were provided on the I-64 Gap Project, including the several support letters sent out to the General Assembly, the 39 support letters submitted for a VDOT grant, and the meeting scheduled for county leaders to speak with RVA757 Connects' staff.

It was suggested to share successes (such as the great showing of support and movement in Gap Project funding) on our website.

Developments will be reported back to the EC in future meetings.



Next Step:

- Continue to collect VDOT support letters and report back with any updates at the next meeting.

**Global Internet Hub Strategic Plan**

Development Process – June 21 Kickoff: The first Steering Committee meeting has been established on June 21 from 10:00 am to 12:00 noon. Six dates have been selected over the next six months to host these Steering Committee meetings. At each meeting, a record of notes including attendance and a general description of “here’s what happened” will be recorded. These notes will be shared with the EC and Greg Gilligan will publicize the process as the meetings continue.

The list of Steering Committee representatives is still being constructed by the GIH Committee. The goal is to have a broad representation of industries and organizations.

GO Virginia Grant Update – The grant has been unanimously approved by both GOVA regions (4 & 5). The next step is for the grant to be sent to the state for approval.

Next Steps:

- The Steering Committee list and master schedule will be sent to the EC.
- Laura Robidoux and John Martin will follow up with Donna Morris to assess the status of the grant approval process and follow up with any needed documentation.

**Convergence 2022 Update – October 13-14**

Monthly meetings with the Hampton Roads Chamber and ChamberRVA have been scheduled starting Tuesday, May 31. Sponsorships are in the process of being solicited. A Convergence 2022 email has been sent out to gauge interest in the bus trip. The Chambers will push it out to their members, too. Attendance is expected to be about 60 people. The bus trip will start in Richmond and end in Hampton Roads. The Governor is going to be invited to speak before/after dinner during the overnight in Williamsburg.

Next Step:

- Feedback from the interest email will be shared at the next meeting.

**I-64 Opportunity Study Report Mailing to Key Stakeholders**

This report is featured online on the RVA757 Connects website, but now we will get printed copies made and mail the report out with a one-page letter to the General Assembly, Governor’s administration, and key stakeholders.

Next Step:

- Greg Gilligan and Laura Robidoux will work on the next steps for getting the Opportunity Study printed and distributed.



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

A Passenger Rail meeting was held with James Spore, Robbyn Gayer, and Danny Plaugher. It was agreed that it's too early to have a full rail committee with 10-15 members. This is a long-term priority, which will stay on the list. However, it was recommended to meet with the DRPT. Research should be done to answer questions such as, "How many people get on the train to go from Hampton Roads to Richmond and vice versa?" This priority may come in play when discussing the future of the megaregion's airports.

It is noted that the meeting ended early at 8:45 am.

Onward!