



## VAPDC Business Meeting – 2020 Summer Series

Thursday, July 16, 2020; 11:30 am – 12:00 pm

Online

Minutes

**Call to Order** - Allen Kimball “Kim” Callis, President, called the meeting to order and thanked the group for being in attendance. The following PDCs were represented, constituting a quorum: Central Virginia PDC; Crater PDC; Cumberland Plateau PDC; George Washington RC; Mount Rogers PDC; New River Valley RC; Northern Shenandoah Valley RC; Plan RVA (Richmond Regional PDC); Rappahannock-Rapidan RC; Southside PDC; Commonwealth RC; Thomas Jefferson PDC; West Piedmont PDC

Kim Callis asked for a motion to amend the agenda and move the financial reports to follow the minutes approval. Bob Coiner made a motion to amend the agenda as requested, seconded by Lou Ann Wallace. The motion was approved on a voice vote.

**Review of Minutes** - Kevin Byrd, Secretary, noted that the minutes from the 2019 Business Meeting were contained in the meeting packets provided. Bob Coiner made a motion, seconded by Deborah Gosney, to approve the minutes as presented. The minutes were approved on a voice vote.

**2020 Audit Committee Report** - Robert K. Coiner, Audit Chair, provided the Audit Committee report for FY20. He noted that the Audit Committee had reviewed the financial activity of the VAPDC for the past twelve-month period and determined that all activity was relevant to the operations of the Association, and fell within the guidelines for expenditures as detailed in the budget and approved by the Board of Directors.

The Audit Committee consisted of Robert K. Coiner, Mayor of Gordonsville, Rappahannock-Rapidan RC, VAPDC Audit Committee Chair; Stephanie Creedle, Southside PDC; Dennis Morris, Executive Director, Crater PDC; and Kevin Byrd, Executive Director, New River Valley RC, VAPDC Secretary/Treasurer.

**Treasurer’s Report** - Kevin Byrd, Treasurer provided the financial reports for the membership.

▽ **2019-2020 Financial Report** - Kevin Byrd provided the year-end balance sheet financial report as of June 30, 2020. He noted that VAPDC’s total assets totaled \$173,587.75. Bob Coiner made a motion, seconded by Deborah Gosney, to approve the FY20 Financial Report. It was approved on a voice vote.

▽ **Approval of FY21 VAPDC Budget** - Kevin Byrd noted that the draft budget for FY21 was included in the Business Meeting packet. He gave an overview of the proposed budget, noting that the Board of Directors recommended approval of the draft budget. Linda Millsaps made a motion, seconded by Lou Ann Wallace, to approve the FY21 proposed budget. The motion was approved on a voice vote.

**President’s Report** – Kim Callis provided the following highlights from the past year (FY20):

- ▽ The VAPDC funding initiative to provide an additional \$14,000 per year in state money to each PDC was successful, only to be revoked when the State scaled back the budget after the pandemic hit. VAPDC continues to work on this issue with the General Assembly as it revises the current biennial budget.
- ▽ VAPDC continued to strengthen partnerships with statewide organizations and state agencies. A few examples:
  - VAPDC made a roundtable presentation at the VML annual conference
  - VAPDC addressed the VACo Board of Directors at its annual conference
  - VAPDC has been a member of a special VML working group on the Coronavirus Relief Act funding
  - Continued meetings with state agencies
  - Worked with DHCD to streamline the annual PDC reporting process

Kim thanked the PDCs for all they do for their communities, recognizing their resiliency and creativeness.

**Executive Director's Report** - David Blount thanked the group for their continued support in helping the organization cast a wider net and making external partnerships a top priority. He also noted that there was good engagement and support from all the PDCs during the General Assembly session for the PDC funding initiative that was approved at the 2019 business meeting.

## **New Business**

- ▽ **Proposed Bylaw Changes** - David Blount noted that a matrix of proposed bylaw changes was provided in the meeting packet. He briefly reviewed the changes and noted that the VAPDC Board has recommended approval. Melody Foster made a motion to approve the bylaw changes as presented and recommended by the Board of Directors. Dave Hoback seconded the motion and it was approved on a voice vote.
- ▽ **Nominating Committee Report** – On behalf of Nominating Committee Chair Robert K. Coiner, David Blount provided the Nominating Committee report. The slate of officers and directors was presented as follows:

### **2020-2021 PROPOSED SLATE OF OFFICERS & DIRECTORS**

#### **Officers**

- ✓ **President:** Allen Kimball "Kim" Callis, Southside PDC
- ✓ **First Vice President:** Donald Hart, Accomack-Northampton PDC
- ✓ **Second Vice President:** Martha Shickle, Plan RVA (Richmond Regional PDC)
- ✓ **Secretary/Treasurer:** Kevin Byrd, New River Valley RC
- ✓ **Immediate Past President:** Robert K. Coiner

#### **Directors**

- ✓ **Board Member:** Deborah Gosney, Southside PDC
- ✓ **Board Member:** Bob Lazaro, Northern Virginia RC
- ✓ **Board Member:** Patrick Mauney, Rappahannock-Rapidan RC
- ✓ **Board Member:** Linda Millsaps, George Washington RC
- ✓ **Board Member:** Dwayne Tuggle, Central Virginia PDC
- ✓ **Board Member:** Lou Ann Wallace, Cumberland Plateau PDC

President Kim Callis asked for nominations from the floor and hearing none, Chip Boyles made a motion to close the nominations, seconded by Linda Millsaps, and the motion was approved on a voice vote. Melody Foster made a motion to elect the officers and directors as presented, seconded by Chip Boyles. The motion was approved on a voice vote.

**Recognitions and Announcements** – Kim Callis congratulated the Board members on their election, welcoming new Board member Dwayne Tuggle from the Central Virginia PDC. He noted that the first Board meeting of FY21 will be Wednesday, August 5, 2020. Information is forthcoming.

David Blount reminded the group that VAPDC Awards nominations are due on Monday, July 20. The Awards committee will convene following the deadline and select recipients. The group also will determine how and when to present the awards.

**Adjournment** – There being no further business, the meeting was adjourned at 12:04 pm

#### **Minutes prepared by:**

Connie Long, Association Builders

#### **Reviewed and respectively submitted by:**

Kevin Byrd, Secretary/Treasurer