



# Business Meeting

2016 Summer Conference

July 28, 2016

VAPDC Business Meeting – 2016 Summer Conference  
Thursday, July 28, 2016; 11:30 am – 12:00 pm  
Williamsburg Lodge, Williamsburg, Virginia  
**AGENDA**

- ▽ **Call to Order** Billy W. Martin, Sr., President
  - ▽ **Review of Minutes** Kevin Byrd, Secretary
  - ▽ **President's Report** Billy W. Martin, Sr.
  - ▽ **Treasurer's Report** Kevin Byrd, Treasurer
    - ✓ 2016 Audit Committee Report Nancy Collins, Audit Chair
    - ✓ 2015-2016 Financial Report
    - ✓ Approval of FY17 VAPDC Budget
  - ▽ **Old Business**
  - ▽ **New Business**
    - ✓ Nominating Committee Report/  
Election of 16-17 Officers and Directors *F. Woodrow Harris*  
*Nominating Committee Chair*
- 2016-2017 PROPOSED SLATE OF OFFICERS & DIRECTORS**
- Officers**
- ✓ President: **Robert K. Coiner**: Rappahannock-Rapidan Regional Commission
  - ✓ First Vice President: **Tom Shepperd**, Hampton Roads Planning District Commission
  - ✓ Second Vice President: **Bonnie Riedesel**, Central Shenandoah Planning District Commission
  - ✓ Secretary/Treasurer: **Kevin Byrd**, New River Valley Regional Commission
  - ✓ Immediate Past President: **Billy W. Martin, Sr.**, Roanoke Valley-Alleghany Regional Commission
- Directors**
- ✓ Board Member: **John Gilstrap**, West Piedmont Planning District Commission
  - ✓ Board Member: **Patrick Mauney**, Rappahannock-Rapidan Regional Commission
  - ✓ Board Member: **Gail Moody**, Southside Planning District Commission
  - ✓ Board Member: **Martha Shickle**, Richmond Regional Planning District Commission
  - ✓ Board Member: **Tim Ware**, George Washington Regional Commission
- ▽ **Recognitions and Announcements** *Robert K. Coiner*  
*2017 President*
  - ▽ **Adjournment** *Robert K. Coiner*



## VAPDC Business Meeting – 2015 Summer Conference

Thursday, August 6, 2015; 1:00 pm

Virginia Beach Resort and Conference Center

### MINUTES

**Call to Order** – Billy Martin, President called the meeting to order and thanked everyone for being in attendance. The following PDCs were represented constituting a quorum: LENOWISCO PDC; Cumberland Plateau PDC; Mount Rogers PDC; New River Valley PDC; Roanoke Valley-Alleghany RC; Central Shenandoah PDC; Northern Shenandoah Valley RC; Northern Virginia RC; Rappahannock-Rapidan RC; Region 2000 LGC; West Piedmont PDC; Southside PDC; Richmond Regional PDC; George Washington RC; Middle Peninsula PDC; Crater PDC; Accomack-Northampton PDC; and Hampton Roads PDC.

**Review of Minutes** - Kevin Byrd, Secretary noted that the minutes from the 2014 Business Meeting were distributed to the PDCs prior to the meeting and were posted on the VAPDC website. Kevin Byrd made a motion to accept the minutes as presented, seconded by Bob Coiner. The minutes were approved on a voice vote.

**President's Report** – Billy Martin, President made brief remarks about the past year and thanked the group for their support.

**Treasurer's Report** - Kevin Byrd, Treasurer provide the financial reports for the membership.

- ▽ **2015 Audit Committee Report** - Nancy Collins, Audit Chair provided the Audit Committee report for FY15. The Audit Committee has reviewed the financial activity of the VAPDC for the past twelve-month period, beginning July 1, 2014 and ending June 30, 2015, for both the regular checking account as well as the Market Index (Investment) account and has determined that all activity was relevant to the operations of the Association, and fell within the guidelines for expenditures as determined and approved by the Board of Directors and the approved budget. The Audit Committee consisted of: Nancy Collins, Chair, Hampton Roads PDC; Dennis Morris, Crater PDC; Jerry Davis, Northern Neck PDC; Robert Coiner, Rappahannock-Rapidan RC; and Kevin Byrd, VAPDC Treasurer, New River Valley PDC.
- ▽ **2014-2015 Financial Report** – Treasurer Kevin Byrd provided the year-end balance sheet financial report as of June 30, 2014. He noted that VAPDC's assets totaled \$143,280.52.
- ▽ **Approval of FY15 VAPDC Budget** – Kevin Byrd noted that the draft budget for FY16 has been included in the Business Meeting packets. Kevin noted that the Board of Directors has recommended approval of the draft budget. There was a motion made and seconded to approve both the FY15 Financial Report and the proposed FY16 Budget. The FY15 Financial Report and the FY16 Proposed Budget were approved on a voice vote.

### New Business

**Nominating Committee Report/Election of 15-16 Officers and Directors** – Woodrow Harris, Immediate Past President and Nominating Committee Chair provided the Nominating Committee report.

The slate of officers and directors was presented as follows:

**Officers for 2015-2016**

- ▽ President: **Billy W. Martin, Sr.**, Roanoke Valley-Alleghany RC
- ▽ First Vice President: **Robert K. Coiner**, Rappahannock Rapidan RC
- ▽ Second Vice President: **Tim Ware**, George Washington RC
- ▽ Secretary/Treasurer: **Kevin Byrd**, New River Valley PDC
- ▽ Immediate Past President: **F. Woodrow Harris**, Crater PDC

**Directors**

- ▽ Board Member: **Gail Moody**, Southside PDC
- ▽ Board Member: **Bonnie Riedesel**, Central Shenandoah PDC
- ▽ Board Member: **Tom Shepperd**, Hampton Roads PDC
- ▽ Board Member: **James Snead**, West Piedmont PDC
- ▽ Board Member: **Wayne Strickland**, Roanoke Valley-Alleghany RC
- ▽ Board Member: **Martha Shickle**, Northern Shenandoah Valley RC

Woody Harris asked for nominations from the floor and hearing none called for a motion to close the nominations and elect the officers and directors as presented. There was a motion made and seconded to approve the slate of officers and directors as presented. The motion was approved on a voice vote.

**Adjournment** - Billy W. Martin, Sr. called for a motion and it was seconded to adjourn the meeting.

**Minutes prepared by:**

Connie Long, Association Builders, LLC

**Reviewed and respectively submitted by:**

Kevin Byrd, Secretary/Treasurer

Virginia Association of Planning District Commissions  
Balance Sheet Ending June 30, 2016

**Balance Sheet**  
**As of June 30, 2016**

**ASSETS**

**Current Assets Checking/Savings**

Investment CD - 15 month	41,218.09
Investment CD - 9 month	41,000.08
Money Market Account	5,003.75
Operating Account	68,110.73
Total Checking/Savings	<u>155,332.65</u>
Other Current Assets: Undeposited Funds	1,300.00
Total Current Assets	156,632.65

**TOTAL ASSETS** **156,632.65**

**LIABILITIES & EQUITY**

**Equity**

Unrestricted Net Assets	143,071.85
Net Income	13,560.80
Total Equity	<u>156,632.65</u>

**TOTAL LIABILITIES & EQUITY** **156,632.65**

## VAPDC VOTING PRIVILEGES

		<i>Population</i>	<i>Number of Votes per PDC (State Funding, Legislation, Bylaws)</i>	<i>Number of Votes per Qualified Representative (other)</i>
PDC-1	LENOWISCO	94,174	2	1
PDC-2	Cumberland Plateau	113,976	2	1
PDC-3	Mount Rogers	193,595	2	1
PDC-4	New River Valley	178,237	2	1
PDC-5	Roanoke Valley Alleghany	274,759	2	1
PDC-6	Central Shenandoah	286,781	2	1
PDC-7	Northern Shenandoah	222,152	2	1
PDC-8	Northern Virginia	2,230,623	4	1
PDC-9	Rappahannock- Rapidan	166,054	2	1
PDC-10	Thomas Jefferson	234,712	2	1
PDC-11	Region 2000	252,634	2	1
PDC-12	West Piedmont	249,182	2	1
PDC-13	Southside	86,402	2	1
PDC-14	Commonwealth Regional Council	104,609	2	1
PDC-15	Richmond Regional	1,002,696	3	1
PDC-16	George Washington	327,773	2	1
PDC-17	Northern Neck	50,429	2	1
PDC-18	Middle Peninsula	90,826	2	1
PDC-19	Crater	173,463	2	1
PDC-22	Accomack- Northampton	45,553	2	1
PDC-23	Hampton Roads	1,622,394	4	1
<b>Total</b>		<b>8,041,024</b>	<b>47</b>	<b>21</b>

*Population based on 2010 U.S. Census Data as Calculated by DHCD*

Votes shall be cast by the qualified representative of member commissions. The chairman or designated alternate and the executive director shall be the qualified representatives of a member commission.

All motions shall be carried by a single majority of the qualified representatives present and voting, except for all amendments to the bylaws and actions relating to the state funding and state legislation which require a two-third vote of the member commissions present and voting.