



**Board of Directors Meeting**  
Development Authority Conference Room  
301 Foxcroft Avenue, Suite 201 | Martinsburg, WV 25401  
**Wednesday, June 12, 2019 | 9:30 a.m.**  
AGENDA

- I. Call to Order
- II. Determination of Members Present and Existence of a Quorum
- III. Proof and Filing by Secretary of Notice of Meeting
- IV. Reading and Disposal of Prior Unapproved Minutes
- V. Public Comments
- VI. Finance/Audit Committee Report
- VII. Reports of Chairpersons of Standing Committees
  - A. Executive
  - B. Business Development
  - C. Marketing
  - D. Government Affairs and Infrastructure
  - E. Property Management- Property Management Services and bid recommendations
- VIII. Report of Chairperson of Ad-Hoc Committee
  - A. Funding
- IX. Report of Chairperson of Nominating Committee
  - A. Election of Officers for Fiscal year 2019-2020
- X. Executive Session
  - (a.) Discuss pending legal matters with Counsel (if necessary)
  - (b.) Discuss personnel matters (if necessary)
  - (c.) Discuss real estate matters involving competitive bids, property transactions (if necessary)
- XI. Report of Staff
  - a. Executive Director
  - b. Administrative Services Coordinator
- XII. Member Informational Reports and Announcements
- XIII. Adjournment

*The BCDA reserves the right to change the order of the Agenda and to go into Executive Session to discuss subjects as appropriate pursuant to WV Code 6-9A-4*

**Posted to the public on Thursday, June 6, 2019**