



NRGRDA & WV Hive – Board Meeting
Nov. 18, 2025 – 11a.m.
New River Convention Center – Oak Hill, WV

Call to Order

Allison Taylor called the meeting to order at 11:15 a.m.

ATTENDANCE

NRGRDA BOARD MEMBERS PRESENT:

IN-PERSON: Allison Taylor, Anita Groves, Donnie Holcomb, Heather Johnson, Tamara Mullins, Bill Baker, Lisa Eads, Dave Harper

VIRTUAL: Larry Meador, Craig Chapman, Ted Kula,

WV HIVE BOARD MEMBERS PRESENT

IN-PERSON: Michelle Rotellini, Zack Statler (also NRGRDA Advisory Board member)

VIRTUAL: Katie Loudin, Amy Baker, Tom Conway

STAFF PRESENT: Jina Belcher, Jozy Moore

GUESTS: Corey Bonasso (Bowles Rice)

1) Welcome

Allison welcomed new board member Dave Harper. He is the new mayor of Summersville and is replacing NRGRDA Board members Robert Shafer, the now former mayor of Summersville.

2) Approval of Minutes

- a. August 28, 2025 NRGRDA Legislative Committee minutes
 - i. Motion to approve was made by Anita Groves; seconded by Ted Kula. Motion carried with none opposed.
- b. Sept. 18, 2025 NRGRDA Board minutes
 - i. Motion to approve was made by Heather Johnson; seconded by Lisa Eads. Motion carried with none opposed.
- c. October 28, 2025 Emergency NRGRDA Board minutes
 - i. Katie Loudin raised an issue regarding the language in the drafted minutes that the Hive Board “has not been full for some time and regularly lacks quorum,” noting that she believed the phrase “regularly

lacks quorum” was not reflective of the board’s commitment, meeting history and lacked context.

- ii. Allison and Corey explained that minutes must reflect the discussion that occurred at that meeting, regardless of the accuracy of specific characterizations, and committed to capturing Katie’s comments and additional context in the minutes for the current meeting.
- iii. After discussion, Allison proposed revising the October 28 minutes language and bringing them back at a future meeting. The October 28 minutes were removed from the current agenda and approval was deferred until revisions are drafted.

3) Review and Acceptance of Financials (NRGRDA Board)

- a. Treasurer Donnie Holcomb delivered the financial report, reviewing the balance sheet and income statement and highlighting the substantial cleanup and reconciliation work completed with staff and the contracted accounting firm.
 - i. Monthly bank reconciliations and financial statements are now consistently received by the 10th of each month.
 - ii. Donnie stated that it would be helpful to the board if the finance manager could report what each of the accounts were and their impacts, including jobs created.
 - iii. Jina recognized Leah Hurley (NRGRDA Finance Compliance Manager) and staff for their work in improving financial clarity, noting that internal processes and purchase orders now better track project expenses and payables.
- b. Motion to approve financials was made by Larry Meador; seconded by Bill Baker. Motion carried with none opposed.

4) Board Reports and Program Updates (NRGRDA & WV Hive Board)

- a. Jozy Moore provided a legislative update:
 - i. NRGRDA hosted a well-attended legislative reception during November interims at Pipestem, with strong engagement from both Senate and House members.
 - ii. Jina presented to the Joint Committees on Economic Development and Judiciary regarding site development in Raleigh County and NRGRDA’s broader site readiness work. Legislators expressed interest in mirroring NRGRDA’s approach in their own regions.
 - iii. Also in mid-November NRGRDA hosted a legislative working group meeting held at Tamarack, where legislators from all four NRGRDA counties discussed the organization’s legislative priorities. During the meeting several legislators volunteered to champion specific policy

proposals and move language to bill drafting including Industrial Access Road Fund changes, updates to the Build WV Act and improvements to the employer-provided child care tax credit.

- iv. Regarding the proposed Safer Communities Act (1% public safety sales tax or amusement tax for counties) Jozy recommended postponing any formal NRGRDA position until final bill language is available, noting significant variation in lawmakers' views on how such a tax should be structured.

b. Jina Belcher provided an executive director's report

- i. NRGRDA is under NDA with three technology-related companies seeking large tracts with significant natural gas capacity. Jina is working with TC Energy and Mountaineer Gas to identify viable sites.
- ii. **Appalachian Heights / Beckley Water Project:** After substantial coordination with the Raleigh County Commission and Beckley Water, an RFQ for engineering services has been issued, with multiple firms submitting intent to respond. Jina reported that the Commission has affirmed the need to follow the formal procurement process to move the project forward.
- iii. **Wolf Creek Park Master Plan:** The land plan is finalized following strong attendance at public meetings. The plan is ready for presentation to the Fayette County Commission, after which NRGRDA will determine whether to pursue public investment in infrastructure or market the property "as-is," with developer solicitations to follow
- iv. **Nicholas County Site Development:** Through a countywide assessment and work with Thrasher, NRGRDA is advancing:
 - 1. A 77-acre commercial site;
 - 2. An industrial analysis of ~75 usable acres across PACO-owned and county-owned land; and
 - 3. A 22,000-acre multi-site evaluation to identify industrial pads and a long-range plan for the Nuttall area – a tourism, lodging, and recreation site on the Nicholas–Fayette border.

5) Action Items

- a. Approval of Resolution for Signatory Authority for NRGRDA Executive Director
 - i. Jina explained that NRGRDA's existing bank resolution was outdated and still listed a former chair. The auditor recommended adopting an updated resolution every two years.

- ii. Motion to approve resolution was made by Lisa Eads; seconded by Donnie Holcomb. Motion carried with none opposed.
- b. Approval of contract, limits and participants for United purchasing card contract with United
 - i. Motion to designate Jina Belcher as the approved borrower for the United Bank card was made by Bill Baker; seconded by Donnie Holcomb. Motion carried with none opposed.
 - ii. Motion to set the joint staff purchasing card limit at \$75,000 was made by Heather Johnson; seconded by Bill Baker. Motion carried with none opposed.
 - 1. Jina stated that the \$75,000 joint limit for all staff using purchasing cards was consistent with what the organization had under the state P-Card system prior to its transition to United Bank.
 - 2. Jina stated she can set internal limits on each card and increase limits as needed.
 - iii. Motion to authorize Jina Belcher to determine which staff members are issued purchasing cards was made by Bill Baker; seconded by Donnie Holcomb. Motion carried with none opposed.

6) Executive Session

- a. Allison said the NRGRDA and WV Hive boards needed to go into executive session to receive legal advice regarding WV Hive structure and financial obligations and to follow up on matters discussed at the prior emergency meeting.
 - i. Motion to that effect was made by Lisa Eads; seconded by Anita Groves.
 - 1. The NRGRDA and WV Hive boards went into executive session at 12:03 p.m.
 - 2. The NRGRDA and WV Hive boards exited executive session at 1:11 p.m. Allison noted on the record that no decisions were made during the executive session.

7) Action Items (cont.)

- a. Consideration of WV Hive grant and financial obligations
Jina summarized the four grants held under the WV Hive tax ID and her recommendations.
 - i. USDA Retail Incubation Hub – \$99,000
 - 1. Jina recommended retaining this construction funding and exploring its use in partnership with the Beckley-Raleigh County Chamber of Commerce and the City of Beckley to support the new

market incubator on Main Street, with further collaboration led by Michelle Rotellini.

2. Motion to accept Jina's recommendation was made by Bill Baker; seconded by Anita Groves. Motion carried with none opposed.

ii. USDA RCAP – Food Incubation Hub for Rural Communities (Fayette County Food Hub)

1. Jina recommended relinquishing this grant back to USDA, noting that despite extensive efforts, NRGRDA had not identified a sustainable site meeting project requirements and long-term viability.
2. Jina further recommended that NRGRDA request USDA to prioritize the Advantage Valley Capital Kitchen initiative as an alternative way to support Fayette County food businesses.
3. She noted that approximately \$13,000 previously drawn down may need to be repaid, subject to USDA guidance once relinquishment is initiated.
4. Motion to accept Jina's recommendation was made by Heather Johnson; seconded by Bill Baker. Motion carried with none opposed.

iii. Truist Foundation Grant

1. Jina recommended submitting an updated scope of work to close out the Truist grant, applying eligible operational expenses already incurred for small business advising and support.
2. Motion to accept Jina's recommendation was made by Bill Baker; seconded by Anita Groves. Motion carried with none opposed.

iv. ARC POWER Subaward – Tamarack Foundation for the Arts

1. Jina explained that Tamarack Foundation for the Arts is unlikely to advance the current project in the near term due to challenges in securing match funding. She recommended that NRGRDA retain sufficient funds to support a four-county business advising effort through an NRGRDA staff advisor and offer Tamarack the opportunity to reallocate remaining funds to other grant needs within the service territory.
2. Motion to accept Jina's recommendation was made by Bill Baker Johnson; seconded by Donnie Holcomb. Motion carried with none opposed.

b. Consideration of WV Hive financial obligations

- i. Jina asked for direction regarding the WV Hive checking account and two remaining contracts (copier lease and ADT security):
 - ii. Motion by Donnie Holcomb to authorize NRGRDA management to handle the copier and ADT contracts as they deem in the best interest of the organization was made and seconded Bill Baker. Motion carried with none opposed.
- c. Consideration of WV Hive restructuring
 - i. Allison opened discussion on the future structure of the WV Hive, noting that the current Hive Board has seven members and that bylaws will need to be redrafted to reflect any changes adopted by NRGRDA.
 - ii. Allison stated that, at a minimum, the WV Hive Board could consist of three members:
 - 1. The NRGRDA Executive Director (representing the direction of the NRGRDA Board);
 - 2. An individual with relevant business experience; and
 - 3. An individual with financial experience to serve as treasurer.Additional members could be added as non-voting members.
 - iii. Allison recommended that the WV Hive Board consist of Jina Belcher, Michelle Rotellini (President & CEO, Beckley–Raleigh County Chamber of Commerce), and Zach Statler (Market President, United Bank). She further recommended that Michelle Rotellini be appointed as an ex officio (non-voting) member of the NRGRDA Board, a status already held by Zach Statler, which would allow WV Hive Board meetings to occur during NRGRDA Board meetings when a quorum is present.
 - iv. Heather Johnson stated that she would be in favor of dissolving the WV Hive and its Board due to ongoing financial challenges.
 - v. Donnie Holcomb stated that WV Hive’s tax ID and 501(c)(3) status would be beneficial for NRGRDA to retain but would require a functioning board structure.
 - vi. Jina stated that WV Hive Board members should be selected based on the stated function of the board and its service territory, which currently includes 13 counties.
 - vii. Motion to reduce the WV Hive service area to the four counties currently served by NRGRDA was made by Anita Groves; seconded Bill Baker. Motion carried with none opposed and Heather Johnson abstaining.
 - viii. Motion to restructure the WV Hive Board as a three-member board operating similarly to NRGRDA committees and meeting on the same days as NRGRDA Board meetings was made by Donnie Holcomb;

seconded by Anita Groves. Motion carried with none opposed and Heather Johnson abstaining.

- ix. Motion to require that one of the three WV Hive Board members be affiliated with a county chamber of commerce within the four-county region was made by Bill Baker; seconded by Anita Groves. Motion carried with none opposed and Heather Johnson abstaining.
 - 1. Katie Loudin stated that she believed the WV Hive Board should remain diverse, including members with entrepreneurial, banking, legal experience, etc.
 - 2. Allison stated that reducing the size of the Hive Board aligns with current staffing levels dedicated to the WV Hive program and noted that the Board could be expanded in the future, including with non-voting members.
 - 3. Allison further stated that the reduction in WV Hive Board membership is not reflective of past board performance or contributions, but rather is intended to align with the status of a program undergoing reductions and structural changes.
- x. Motion to designate the NRGRDA Executive Director to serve as Chair of the WV Hive Board was made by Bill Baker; seconded by Donnie Holcomb. Motion carried with none opposed and Heather Johnson abstaining.
- xi. Motion to designate the third member of the WV Hive Board to serve as Treasurer and to require that the Treasurer possess a financial background, with Zach Statler retaining that position, was made by Bill Baker, seconded by Donnie Holcomb. Motion carried with none opposed and Heather Johnson abstaining.
- xii. Motion to include two ex officio members on the WV Hive Board, to be selected by the Hive Board and to possess a business background, was made by Bill Baker. Motion died due to a lack of a second.
- xiii. Motion to amend the WV Hive bylaws to reflect the decisions made by the Board during the meeting and to bring the amended bylaws back to the NRGRDA Board for consideration at the next meeting was made by Bill Baker; seconded by Anita Groves. Motion carried with none opposed and Heather Johnson abstaining.

8) Old Business

- a. Due to the upcoming holiday, it was recommended that the December NRGRDA Board meeting be cancelled. The Board expressed consensus on this recommendation; no formal vote was required.

- b. The next NRRDA Board meeting will be held on Tuesday, January 27, in Raleigh County. The exact location is to be determined.
- c. Donnie Holcomb noted two articles he wished to share with the Board related to economic development and cost-of-living considerations:
 - i. Map shows cheapest and most expensive states to retire comfortably:
<https://www.newsweek.com/retirement-savings-social-security-finances-2088649>
 - ii. Map shows states with lowest property taxes:
<https://www.newsweek.com/map-shows-states-with-lowest-property-taxes-10904236>
 - iii. Jozy Moore stated that she would collect the articles from Donnie Holcomb and distribute them to the Board following the meeting.

9) Adjournment

- a. Meeting adjourned at 2:05 p.m. following motion by Anita Groves.

Larry Meador, Secretary

Accepted: