



NRGRDA/WV Hive – Board Meeting
Tuesday, April 28 at 11 a.m.
Summersville, WV

Call to Order

Allison Taylor called the meeting to order at 11:09 a.m.

ATTENDANCE

NRGRDA BOARD MEMBERS:

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

VIRTUAL: Craig Chapman, Heather Ouimette, Donnie Holcomb,

WV HIVE BOARD MEMBERS (also NRGRDA Advisory Board members)

VIRTUAL: Michelle Rotellini

STAFF:

IN-PERSON: Jina Belcher, Jozy Moore

GUESTS:

VIRTUAL: Corey Bonasso (counsel)

Approval of Minutes:

- 1) Feb. 24 NRGRDA/WV Hive Board Meeting
 - a. A motion to approve the Feb. 24, 2026 minutes was made by Dave Harper; seconded by Heather Johnson. Motion carried with none opposed

Financials:

- 1) Jina Belcher provided a financial update in the absence of the Treasurer. Financials continue to be shared with Finance Committee leadership for accountability and reconciliation review.
 - a. A request was made by Donnie Holcomb to provide a summary of each account and its purpose for board clarity. This will be provided by the next board meeting.
 - b. Present financials represent "end-of-quarter" numbers

- c. Approximately \$370,000 in receivables is expected from grant reimbursements submitted as of March 31, with payment anticipated by late April or early May.
- 2) Donnie Holcomb joined the meeting virtually following the financial update and emphasized the importance of helping board members better understand the organization's financials.

Reports:

Legislative Report

- 1) Jozy Moore provided an overview of the 2026 legislative session, noting that NRGRDA priorities saw success across multiple categories.
 - a. Key highlights included:
 - i. Passage of legislation expanding the Employer-Provided Child Care Tax Credit, allowing employer-sponsored childcare contributions to qualify.
 - ii. Passage of the Industrial Access Road Fund (IARF) expansion, including increased funding and expanded eligible uses such as signage, signalization, and safety improvements.
 - iii. Increase in Local Economic Development Partnership funding per county.
- 2) Legislative Committee for 2026
 - a. Discussion held regarding restructuring committee membership including:
 - i. Members – representatives from each county
 - ii. Meeting time – Suggested to take place 30 minutes prior to regular NRGRDA/ WV Hive board meeting
 - iii. No action taken; further discussion to occur via email

Action Items:

- 1) Bylaws, Conflict of Interest Policy, and Non-Disclosure Policy Updates
 - a. Corey Bonasso presented proposed updates, which were initially shared with board members on March 30.
 - b. Key updates included:
 - i. Clarification of virtual meeting participation requirements
 - ii. Executive session limitations for virtual participants
 - iii. Reinforced confidentiality obligations and enforcement provisions
 - c. Discussion included:
 - i. Consideration of removing camera requirements for regular meetings while requiring them for executive sessions

- ii. Concerns regarding confidentiality and prior instances of information being shared outside executive session
 - d. Allison Taylor emphasized that no individual board member may independently release confidential information; all disclosures must be approved by the board, particularly for confidential or negotiation-related matters.
 - e. It was further acknowledged that while safeguards cannot fully prevent disclosures, strengthening confidentiality policies and establishing a process to address violations will help ensure all members clearly understand expectations.
 - f. The board requested revisions based on discussion, with updated drafts to be presented for a vote at the May meeting.
- 2) Audit – Fiscal Year 2025
- a. Jina Belcher provided an overview of the FY2025 audit process and results.
 - i. **No audit findings were reported.**
 - ii. NRGRDA now operates as a single audit organization due to receiving more than \$500,000 annually in federal funding, including congressionally directed spending.
 - iii. The audit process includes a two-step approach:
 - 1. A compilation auditor conducts a preliminary review and organizes financial documentation.
 - 2. A CPA firm conducts the formal single audit, incorporating any findings identified during the compilation process.
 - iv. FY2025 marks the third and final year of the contract with BHM CPA Group.
 - v. One minor misstatement was identified by NRGRDA and corrected during the audit process.
 - vi. The audit was submitted on time without extension for the first time in eight years and has been filed with both the State Auditor’s Office and the Federal Audit Clearinghouse.
 - b. A motion to accept the NRGRDA FY 25 Audit was made by Bill Baker; seconded by Dave Harper. Motion carried with none opposed

New Business:

Committees – House and Finance committee meetings will need to be scheduled in May in preparation for the upcoming fiscal year.

- 1) **House Committee:** responsible for policy and personnel matters, including making recommendations to the Finance Committee on items impacting the budget. The

committee also serves as the Safety Committee, conducting an annual safety audit required for insurance purposes.

- a. **Current members:** Craig Chapman, Larry Meador, Heather Johnson, Heather Ouimette, Ted Kula, with Allison Taylor serving ex officio.
- 2) **Finance Committee:** responsible for budget development and financial oversight, including personnel-related budget considerations. The committee meets annually to formulate and recommend the budget.
 - a. **Current members:** Anita Groves, Donnie Holcomb, Lisa Eads, Tom Louisos, Bill Baker with Allison Taylor serving ex officio.

Next regular board meeting: May 26 at 11 a.m. in Fayette County

Executive Session:

- 1) Allison Taylor requested a motion to enter executive session to discuss a personnel issue..
- 2) Motion to enter into executive session for that reason was made by Bill Baker.
- 3) The NRGRDA and WV Hive Boards entered executive session at 11:44 a.m. Jina Belcher and Jozy Moore exited the room. Corey Bonasso participated virtually.
- 4) The boards exited executive session at 12:25 p.m. No decisions were made during executive session.

New Business cont.:

- 1) Special Meeting Scheduled
 - a. Allison Taylor requested a motion to schedule a special meeting for May 5, 2026 at 11:00 a.m., to be held virtually.
 - b. Motion to schedule that meeting was made by Heather Johnson; seconded by Anita Groves. Motion carried with none opposed.
- 2) Executive Director Leave Approval
 - a. Allison Taylor requested a motion to approve a 60-day personal leave of absence for NRGRDA's Executive Director beginning May 11.
 - b. Motion to that effect made by Donnie Holcomb; seconded by Bill Baker. Motion carried with none opposed.
 - c. Allison stated that additional details regarding the leave will be discussed at the May 5 special meeting.

Old Business:

1. Projects updates from Jina
 - a. **Wolf Creek Park**

- i. No current developer secured for developable acreage.
- ii. Prior developer declined to move forward but may reconsider with additional partners
- iii. Conservation Fund proceeding with appraisal and survey of non-developable land.

2. WV Hive Financial Update

- a. Operations stabilizing with reduced staffing.
- b. \$750,000 in federal funding expected.
- c. Primary financial challenge is facility costs, particularly the Summersville office lease and utilities.

3. USDA Food Incubator Grant

- a. \$99,000 grant currently constrained due to lack of facility space.
- b. Approximately \$13,000 already expended for curriculum development.
- c. Options under consideration include lease flexibility, identifying a new location, or returning funds.

Adjournment:

- 1. Meeting adjourned at 12:41 p.m. following motion by Bill Baker.

Larry Meador, Secretary

Accepted: