



**Charlottesville Economic Development Authority (CEDA)
Meeting Minutes – December 8, 2020**

Members Present

Addison Barnhardt
Ed Schmitz
James Cauthen
Adrian Felts

Staff Present

Chris Engel
Brian Wheeler
Trish Carpenter
Jason Ness

Not Present

Jay O'Donnell

Others Present

Megan Argenbright

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, December 8th, 2020 via virtual electronic Zoom meeting. Vice-Chair, Mr. Schmitz, called the meeting to order at 4:03 PM.

Vice-Chairman Schmitz welcomed the Board and asked if there was any public comment; no public comments noted, he proceeded to the next agenda item.

Mr. Schmitz asked the board if there were any comments or questions regarding the November 10, 2020 meeting minutes. No comments or questions were noted, Chair asked for a motion to approve the November 10 minutes; motion moved by Mr. Cauthen, second by Mr. Felts; all present in favor. Motion passed.

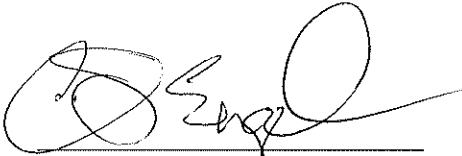
Next item on the agenda the Treasurer Report for October 2020. No comments or questions were noted, Chair asked for a motion to approve the October 2020 Treasurer Report; motion moved by Mr. Felts, second by Mr. Cauthen; all present in favor. Motion passed

The FY20 Annual Audit was presented by Megan Argenbright from Brown Edwards. Ms. Argenbright presented the required communications and advised the board that no audit adjustments were required during the audit and there were no disagreements with management. Her findings were a clean, unmodified opinion. Ms. Argenbright asked if the board had any questions about the material provided. Mr. Schmitz asked about the cyber security notation in the report. Ms. Argenbright stated no threat identified, standard language in all the audit letters. With no further questions, the chair asked that the item be accepted by the board. Mr. Felts moved, Mr. Cauthen second the motion, and all present voted in favor. Motion passed.

Mr. Engel provided an overview of the FY20 Annual Report to the board member which includes an EDA history of the activities for the recent fiscal year ending June 30, 2020. Mr. Engel asked if any questions. Mr. Barnhardt moved to accept the report; Mr. Felts second the motion, all present voted favor. Motion passed.

Mr. Engel reminded the Board that the required FOIA training is due by 12/31/2020. This is a requirement for EDA's throughout the State of Virginia. Once the training is completed the certificates will be filed with the Clerk of Council's office.

There being no further business, Mr. Schmitz asked for a motion to adjourn the meeting; Mr. O'Donnell made the motion, Mr. Barnhardt second the motion, all present voted in favor, meeting adjourned at 4:31 PM.



Chris Engel, Secretary

3/24/21
Date

Date Approved by CEDA