

LENOWISCO Planning District Commission
Board of Directors' Meeting
February 9, 2009

The LENOWISCO Planning District Commission Board of Directors met on Monday, February 9, 2009, at 5:30 p.m. in the Henry S. Stout Board Room, LENOWISCO Planning District Commission office, Duffield, Virginia.

Those members present were: Mr. Ben Allen, Mr. Ronnie Shortt, Mr. Danny Parks, Mr. Mark Carter, Mr. Larry Mosley, Mr. Joe Herron, Mr. Bob Adkins, Mr. Robert Raines, Mr. Bobby Dorton, Mr. Larry Vicars, Mr. Carl Bailey, Mr. Joe Horton, and Mr. Robert Robbins.

Those members absent were: Mr. Kyle Fletcher and Mr. Homer "Pete" Sumpter,

LENOWISCO staff members present were: Mr. Glen Skinner, Executive Director; Ms. Marie Jones, Office Manager; and Mr. Chris Starnes, Regional Planner.

Others present were: Mr. Paul Elswick, Sunset Digital Communications; and Mr. Mark Hollyfield, C-N-W Regional Waste Water Treatment Authority.

Following the invocation and pledge of allegiance, the Chairman, Mr. Mark Carter, called the meeting to order.

The first order of business was approval of the minutes for the December 1, 2008 Board meeting. On a motion by Mr. Bob Adkins, duly seconded by Mr. Danny Parks, the Board unanimously approved the minutes.

The second order of business was approval of the agenda. Mr. Glen Skinner requested adding an agreement between Sunset Digital Communications and LENOWISCO, LLC as item number four under the LENOWISCO, LLC section of the agenda. On a motion by Mr. Ben Allen, duly seconded by Mr. Joe Horton, the agenda was unanimously approved with the requested addition.

The third order of business was the presentation of the financial report by Mr. Bob Adkins. He reviewed the November and December financial reports. On a motion by Mr. Joe Herron, duly seconded by Mr. Larry Mosley, the Board unanimously approved the Treasurer's report as presented.

The fourth order of business was the consideration of a budget amendment by Mr. Glen Skinner. He requested a new line item entitled "New Building Accessories" be added to the current budget with an amount of \$100,000. These funds would cover furnishings and accessories for the new office building (\$60,000), moving expenses (\$2,000), scanning and digitizing existing files (\$25,000) and various equipment purchases (\$13,000). These funds would be taken from the \$740,000 sale of the LENOWISCO office building. On a motion by Mr. Ronnie Shortt, duly seconded by Mr. Robert Raines, the Board unanimously approved the requested budget amendment.

The fifth order of business was a report of upcoming funding rounds and possible project applications by Mr. Glen Skinner. He stated the deadline for Community Development Block Grant applications would be April 8, 2009, and the deadline for Virginia Department of Health applications

would be March 27, 2009. The date for submission of Virginia Tobacco Commission applications is still pending.

The sixth order of business was the Executive Director's report by Mr. Glen Skinner, which included the following items:

1. Two requests for water funds were presented:
 - a. Scott County Public Service Authority – Extension of Water Lines from Copper Creek on Manville Road to the Manville Community - \$3,500
 - b. C-N-W Regional Waste Water Treatment Authority – PER to determine needs of Authority - \$7,500

On a motion by Mr. Joe Herron, duly seconded by Mr. Joe Horton, the Board unanimously approved the request from the Scott County Public Service Authority.

On a motion by Mr. Bob Adkins, duly seconded by Mr. Bobby Dorton, the Board unanimously approved the request from the C-N-W Regional Waste Water Treatment Authority.

2. He provided an update on the new office building stating completion was on schedule. Mr. Robert Raines stated that Mr. Ronald C. Flanary, Senior Advisor, should be involved in the building plans and asked Mr. Skinner to contact him for advice.

3. He provided an overview on the Economic Stimulus Plan.

4. He provided the Board with a proposal from a consultant to do a strategic plan for the agency. The Regional Competitiveness Act requires the agency to complete this plan every five years. The proposed plan is two phases, with the first phase being for the agency itself, and the second phase being for the entire region. It was consensus of the Board that this plan must reflect the original mission of the LENOWISCO Planning District Commission. On a motion by Mr. Robert Robbins, duly seconded by Mr. Ronnie Shortt, the Board unanimously authorized Mr. Skinner to sign the proposal from the consultant.

5. He had participated in the Robert Wood Johnson Health Care Foundation event.

6. Ms. Cara McConnell with Kirk Fortner was working on the compliance audit for Sunset Digital Communications. This is a process that will be done on an annual basis. As of this date, Ms. McConnell did not have anything complete.

7. He has had discussions with Mr. Dan Ragan of Stewart & Associates, a human resources firm that LENOWISCO has on retainer, about the person to hire for LENOWISCO, LLC. He stated the necessary job requirements for this position. He will report back to the Board with more information at a later date.

The seventh order of business was consideration of the minutes of the December 1, 2008 LENOWISCO, Inc. I meeting. On a motion by Mr. Robert Raines, duly seconded by Mr. Larry Mosley, the Board unanimously approved the minutes as presented.

The eighth order of business was the Treasurer's Report for LENOWISCO, Inc. I by Mr. Bob Adkins. On a motion by Mr. Ronnie Shortt, duly seconded by Mr. Robert Robbins, the Board unanimously approved the Treasurer's Report as presented.

The ninth order of business was a report on a funding award from the Virginia Tobacco Commission by Mr. Glen Skinner. He reported that an application for last mile funds in the amount of \$1.25 million had been awarded.

The tenth order of business was the approval of a construction agreement between LENOWISCO, LLC and Sunset Digital Communications. On a motion by Mr. Robert Raines, duly seconded by Mr. Ben Allen, the Board unanimously approved this agreement. A copy of the recently funded last mile grant documents will be attached to the agreement.

There being no further business to discuss, Mr. Bob Adkins made a motion, duly seconded by Mr. Joe Horton, and with unanimous approval of the Board, to adjourn the meeting at 7:00 p.m.

Respectfully submitted,

GLEN A. SKINNER
Secretary