



**Surry County Economic Development Authority
of Surry County, Virginia**

MINUTES OF MEETING

January 30, 2025, at 6:00 P.M.

Meeting Location: General District Courtroom, 45 School Street, Surry, Virginia 23883
Physical Address of Authority Office: 203 Church Street, Surry, Virginia 23883

MEETING CONVENED

Ms. Lola Perkins, County Attorney, called this Surry County Economic Development Authority (EDA) meeting to order at 6:03 p.m. Ms. Perkins asked everyone to share a Moment of Silence, followed by the Pledge of Allegiance.

ATTENDANCE

Economic Development Authority Directors Present:

Mr. Myron Wooden, Chair	Present
Mr. Trenton Howell, Vice Chair	Present
Mrs. Joyce Henderson, Treasurer	Present
Mr. Howell Godfrey	Present
Mr. John Price	Present
Mrs. Janet Monahan	Present

Also Present:

Ms. Renee Chapline, Director of Economic Development
Ms. Lola Perkins, County Attorney
Mrs. Linda Gholston, Secretary of Economic Development Authority
Mrs. Doreatha Pierce, Executive Assistant to ED Director
Mrs. Joni Carlson, Paralegal

Ms. Perkins asked to take a moment and have silence in remembrance of Mr. Terry Lewis, who passed away on January 22, 2025.

Special guests, who were in attendance, are as follows:

Mr. Timothy Calhoun, Surry County Board of Supervisors

AGENDA REVIEW

Prior to adopting the agenda, Ms. Perkins requested to move “Closed Session” after “Adoption of Previous Minutes” on the agenda due to her schedule.

Mrs. Henderson made a motion to approve the agenda as presented, along with the change request. The motion was seconded by Mrs. Monahan and unanimously approved by roll call.

Roll Call

Mr. Myron Wooden	yes
Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

ELECTION OF OFFICERS

Ms. Perkins asked the Board if there were any nominations for Chair:

EDA Chairperson:

Janet Monahan nominated Myron Wooden. There were no further nominations, and the nomination was closed.

The votes for Mr. Wooden for the position of EDA Chairperson are as follows:

Mr. Howell Godfrey	Myron Wooden
Mrs. Joyce Henderson	Myron Wooden
Mr. Myron Wooden	Myron Wooden
Mr. Trenton Howell	Myron Wooden
Mr. John Price	Myron Wooden
Mrs. Janet Monahan	Myron Wooden

The Chairman for the EDA will be Mr. Myron Wooden, who then took the meeting over.

Next, the floor was open for nominations for the position of Vice-Chairman, with the following nominations:

Mr. Howell Godfrey nominated Trenton Howell. There were no further nominations, and the nomination was closed.

The votes for the position of EDA Vice-Chairperson are as follows:

Mr. Howell Godfrey	Trenton Howell
Mrs. Joyce Henderson	Trenton Howell
Mr. Myron Wooden	Abstains from voting
Mr. Trenton Howell	Trenton Howell
Mr. John Price	Trenton Howell
Mrs. Janet Monahan	Trenton Howell

The new Vice-Chairman for the EDA Board will be Trenton Howell.

Next, the floor was open for the position of EDA Treasurer.

Mrs. Janet Monahan nominated Mrs. Joyce Henderson. There were no further nominations, and the nomination was closed.

The votes for the position of EDA Treasurer are as follows:

Mr. Howell Godfrey	Joyce Henderson
Mrs. Joyce Henderson	Joyce Henderson
Mr. Myron Wooden	Joyce Henderson
Mr. Trenton Howell	Joyce Henderson
Mrs. Janet Monahan	Joyce Henderson
Mr. John Price	Joyce Henderson

The Treasurer for the EDA Board will be Joyce Henderson.

ADOPTION OF 2025 MEETING SCHEDULE

The following dates were proposed as the 2025 Meeting Schedule, to be held on the fourth Thursday of each quarter, at 6:00 PM in the General District Courtroom.

- January 30, 2025
- April 24, 2025
- July 24, 2025
- October 23, 2025

Mrs. Monahan made a motion to accept the 2025 Meeting Schedule as presented. The motion was seconded by Mr. Price and unanimously approved by roll call.

Roll Call

Mr. Myron Wooden	yes
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Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

ADOPTION OF PREVIOUS MINUTES

Mr. Howell made a motion to accept the minutes of the November 21, 2024, meeting as presented. The motion was seconded by Mrs. Henderson and unanimously approved by roll call.

Roll Call

Mr. Myron Wooden	yes
Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

CLOSED SESSION

1. Motion to Enter into Closed Session

Ms. Lola Perkins, County Attorney, advised and read the motion needed to convene into closed session as permitted by Virginia Code:

§ 2.2-3711(A)(.8): For consultation with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically terms and obligations of existing EDA contracts.

Mrs. Henderson made a motion to convene into a closed session. The motion was seconded by Mr. Howell and unanimously approved.

Mr. Myron Wooden	yes
Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

2. Motion to Return from Closed Session

Ms. Lola Perkins, County Attorney, read the resolution certifying closed session in accordance with the Virginia Code 2.2-3712 (D).

Mr. Howell made a motion to return to certify the closed session and return to open session. Mr. Godfrey seconded the motion and unanimously approved by roll call.

Mr. Myron Wooden	yes
Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

Motions from Closed Session Discussion

Mr. Howell made a motion to ratify the emergency expenditure of \$15,571.50 from EDA funds for repairs to the heating equipment/system at Surry Marketplace due to concerns for citizen health, safety, and welfare. Mr. Price seconded the motion, and it was unanimously approved by roll call.

Mr. Myron Wooden	yes
Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

Mr. Howell made a motion to authorize the Treasurer to make payment of the remaining balance estimated at \$ 14,851.50 for the necessary emergency repairs to the heating equipment/system at the Surry Marketplace. Mrs. Henderson seconded the motion, and it was unanimously approved by roll call.

Mr. Myron Wooden	yes
Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

Mr. Howell made a motion to authorize the Chair, in consultation with the Economic Development Consultant and the EDA attorney, to initiate correspondence with contractual partners, as needed, to clarify obligations required to fulfill contract terms. Mr. Godfrey seconded the motion, and it was unanimously approved by roll call.

Mr. Myron Wooden	yes
Mr. Trenton Howell	yes
Mrs. Joyce Henderson	yes

Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

TREASURER’S REPORT

The treasurer’s report was given by Mrs. Henderson as follows: Banking Summary

- A. Mrs. Henderson reported a bank balance of \$202,830.64, with an earned interest of \$15.79, resulting in the balance being \$202,846.43. Checks were written that totaled \$22,938.57. There was a \$39 bank error, leaving the balance at \$179,829.86 as of December 31, 2024. At this time, there are outstanding checks totaling \$16,171.50, which will be cleared by the next meeting. As of January 22, 2025, the account balance is \$163,658.36. Also, all of the restricted contract dollars have been spent or committed.

Mr. Godfrey made a motion to accept the Treasurer’s report as presented. Mrs. Monahan seconded the motion and unanimously approved by roll call.

Roll Call

Mr. Myron Wooden	yes
Mrs. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes

OLD BUSINESS/UNFINISHED BUSINESS

A. Update From Claremont: Loan, Lola Perkins, County Attorney

Ms. Perkins apologized to the Board; she did not have an update from Claremont and advised that she would email the update to all members once she received it.

B. EDA Education Retreat Update: Renee Chapline, Economic Development Director

Ms. Chapline asked the Board for proposed dates for an EDA Education Retreat on a Monday or Tuesday in March. The retreat will be approximately four hours long, with lunch provided.

Virginia Tech did not offer formal training this year, but Ms. Chapline is working on getting a speaker to discuss ED initiatives and possibly provide activities and a question-and-answer session.

C. Business Improvement Grant Update: Renee Chapline, Economic Development Consultant

Ms. Chapline advised the Board regarding final information on the English Connection,

who applied for the grant for the removal of a bamboo area in their existing nursery. The check was mailed out, and the final documentation has been received and therefore the grant is closed out.

Ms. Chapline thanked Ms. Monahan on behalf of the committee, for making the trip to verify the work and documenting the pictures for the project.

Ms. Chapline shared that a committee, which includes Ms. Monahan and Mr. Godfrey, has been created to improve the Business Improvement Grant processes, proposed meeting dates have been shared, and they plan to have a finalized document by the next meeting.

NEW BUSINESS

A. None

CITIZEN COMMENTS

1) Mr. Timothy Calhoun – Surry County Board of Supervisors, Surry District

Mr. Calhoun shared that this was his first meeting and thanked Ms. Chapline and Ms. Perkins for their updates. He commended the Economic Development Authority for their hard work and thanked them for their service in making the County good and prosperous.

OFFICE OF ECONOMIC DEVELOPMENT REPORT

Renee Chapline, Consultant for Economic Development

Ms. Chapline began her report by welcoming and introducing new personnel to the Economic Development Office, Doreatha Pierce. Her role is Executive Assistant to the Consultant for Economic Development.

Ms. Chapline also shared that she's continuing to see a lot of activity with current projects and is spending a lot of time with the Virginia Economic Development Partnership on larger-scale energy projects. Due to a nondisclosure agreement in place, she made the Board aware that she could not share some information. Ms. Chapline is working with the County's Planning & Community Development department regarding recent discussions on potentially extending the Industrial Park in Surry West. She stated that one of the biggest discussions was about infrastructure and expanding water resources for the park and development of housing opportunities.

Ms. Chapline asked the Board if they had any questions. There being none, she thanked the Board and advised them that she's looking forward to the upcoming retreat, which will be more strategic planning sessions and discussions on Economic Development objectives.

DIRECTORS COMMENT

- **Mr. Godfrey** – He stated he appreciated everybody’s hard work toward the goals for the county and that he believes the EDA is making strides. He said, it’s a learning process, but as long as we are 'falling forward,' everything’s good.
- **Mr. Howell** – He thanked all his team members, and all others present for putting a lot of effort into pushing forward.
- **Mrs. Henderson** – She agreed with Mr. Howell that the Board is very supportive as a team, as well as supportive of her individually. She shared her appreciation for everyone on the Board looking out for her. She made the Board members aware that food for about 20 people was purchased for the passing of Mr. Terry Lewis in lieu of flowers, and his wife, Linda Lewis, was very appreciative. She also shared that the funeral service for Mr. Lewis was the following day.
- **Mrs. Monahan** – She confirmed the time and location of Mr. Lewis’s funeral service as the viewing being held from 10 am – 12 noon and the celebration of life being held immediately thereafter, located at Mt. Nebo Baptist Church.
- **Mr. Price** – He thanked Ms. Perkins, Mrs. Gholston, and Ms. Chapline, as well as the new team members, Mrs. Pierce and Mrs. Carlson, and his fellow board members for their work.
- **Mr. Wooden** – He thanked Ms. Perkins and Ms. Chapline for all they do to help keep “us” moving in the right direction and for always asking and answering questions. He also thanked Mrs. Gholston, Mrs. Pierce, and Mrs. Carlson for their continued support and shared that he looks forward to working with them. Mr. Wooden thanked everyone for another vote of confidence as being elected as Chair for another year. He shared that a lot can be done if we continue to work together. He thanked Mrs. Henderson and Ms. Chapline for what was done for the family of Mr. Lewis, on behalf of the ED Authority. He shared a very small portion of Mr. Lewis’s history, as being a member of the Economic Development Authority until his passing, as well as previously being the County Administrator for Surry County.

ADJOURNMENT

Mr. Wooden made a motion to adjourn the meeting at 8:12 pm. Mrs. Henderson seconded the motion and unanimously approved by roll call. The next meeting is on April 24, 2025, at 6:00 pm in the General District Courtroom.

Roll Call

Mr. Myron Wooden	yes
Mrs. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Mrs. Janet Monahan	yes