



FRONT ROYAL ECONOMIC DEVELOPMENT AUTHORITY (FREDA) MEETING MINUTES
Thursday, January 20, 2022, at 11:00am in the Town Hall Upstairs Conference Room

PRESENT: Directors: Issac Rushing, David Gedney, Richard Novak, Mark Tapsak, Frank Stankiewicz, Jim Crowell, Nick Bass, Town Staff: Steven Hicks, Tina Presley, Brandi Cameron, George Sonnett, BJ Wilson, Lauren Kopishke, Lizi Lewis and members of the press.

Town Manager/FREDA Executive Director Steven Hicks opened the meeting with introductions. Mr. Hicks suggested that a retreat be planned to discuss data, goals, strategic plan, etc. The directors agreed on Tuesday, March 8 beginning at 8:00am at a location to be determined.

Mr. Hicks gave an overview of the DRAFT By-Laws. The following was agreed to:

- the Board meet a little bit more before selecting a Chairman and Vice Chairman.
- the Secretary and Treasurer would be a Town staff resource.
- set a regular meeting time which will be the third Thursday of each month at 12pm
- re-visit the Executive Committee when it makes sense
- the By-Laws will be voted on at the next meeting

Sandi McNinch, General Counsel of the Virginia Economic Development Partnership (VEDP) gave a presentation via Microsoft Teams called "*IDA/EDA 101: The Basics*". The presentation covered legal constraints, purposes, powers, functions, common/less common activities, Virginia Freedom of Information Act, Public Procurement Act/Ethics in Public Contracting and Conflict of Interest Act.

Mr. Hicks asked that the Freedom of Information Act and Conflicts of Interest Act video links be sent to the Directors for viewing before their next meeting, and count as their required training on the subjects. He noted that all FOIA requests are funneled through himself and the Town Attorney's Office before being sent to the requester.

The next meeting was set for Thursday, February 17, 2022, at 12:00pm in the Town Hall Conference Room. The following items slated for the next agenda:

- Approval of By-Laws
- Rough Retreat Agenda
- Broad discussion for key target areas in Town
- Approval of Minutes of first meeting
- Director of Planning Lauren Kopishke to give a brief overview of the Comprehensive Plan

Approved by the Front Royal Economic Development Authority Directors

Date: 2/17/22