



**Executive Committee  
Zoom Virtual Meeting  
Meeting Minutes  
June 10, 2021  
8:15 a.m.**

**Members Present**

<u>LOCALITY</u>	<u>NAME</u>	<b>X (attended)</b>
Charles City County	William Coad	
Chesterfield County	Christopher M. Winslow, Vice-Chair	X
City of Richmond	Dr. Cynthia Newbille	X
Goochland County	Neil Spoonhower, Chair	X
Hanover County	Canova Peterson, Treasurer	X
Henrico County	Tyrone Nelson	X
New Kent County	Patricia Paige	X
Powhatan County	Michael Byerly	X
Town of Ashland	Mr. Daniel McGraw	X

**Others Present**

Eric Gregory.....Hefty, Wiley & Gore, PC

**Staff Present**

Martha Heeter..... Executive Director  
 Diane Fusco.....Office Manager  
 Sidd Kumar.....Project Coordinator

The PlanRVA Executive Committee meeting was held using electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by Zoom. The meeting was available via live stream through YouTube to assure open access for members of the public. All recordings are available on the [Plan RVA YouTube Channel](https://www.youtube.com/PlanRVA) at [www.youtube.com/PlanRVA](https://www.youtube.com/PlanRVA).

**Call to Order**

Chairman Spoonhower called the PlanRVA Executive Committee meeting to order at approximately 8:15 a.m. Members of the Executive Committee were referred to the Statement for Virtual Meetings for information.

**Attendance Roll Call & Certification of a Quorum**

Ms. Heeter took attendance by roll call and confirmed a quorum of the body was present.

**Meeting Minutes**

Meeting minutes were approved by vote of acclamation which carried unanimously.

**Closed Session: Executive Director Performance Evaluation**

Chairman Spoonhower announced the need to enter a closed session to discuss a personnel matter and asked for a motion to that effect.

Following conclusion of the closed session, Ms. Heeter took a roll call asking each member present to certify that, to the best of their knowledge, only public matters lawfully exempted from open meeting requirements and that only such public business matters as were identified in the motion by which the closed session was convened, were heard, discussed or considered.

All members present certified this statement.

<b>Name</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
M. Byerly	x			
D. McGraw	x			
C. Newbille	x			
P. Paige	x			
C. Peterson	x			
N. Spoonhower	x			
C. Winslow	X			

**Adjourn**

Chairman Spoonhower adjourned the meeting at approximately 9:05 a.m.