

**BOARD OF DIRECTORS MEETING**

**OF THE**

**WEST VIRGINIA ECONOMIC DEVELOPMENT AUTHORITY**

**August 21, 2025**

**West Virginia Economic Development Authority**

**Conference Room**

**180 Association Drive**

**Charleston, West Virginia**

The Board of Directors Meeting of the West Virginia Economic Development Authority was held at 11:00 a.m., August 21, 2025, at the West Virginia Economic Development Authority Conference Room, 180 Association Drive, Charleston, West Virginia.

The following members were present:

Vicki Dunn-Marshall Dionne*	Vice Chairwoman
Matthew Irby	Secretary
Steve Bohman*	Proxy for Treasurer Larry Pack
Joe Canterbury**	Member
Robert Hartley	Member
David Lorenze**	Member
Senator Glenn Jeffries	Member, ex officio
Delegate Clay Riley*	Member, ex officio
Douglas Ritchie	Member
Roberta Robinson-Olejz**	Member

The following members were not present:

Todd Johnston	Chairman
Eric Hall	Member

Others present:

Taylor Cole	Associate Director
Teresa Helmick	General Counsel
Joe Brouse	Director of Financial Services
Martha Phillips	Loan Officer
Joey Browning	Loan Officer
Taylor Bailey	Loan Officer
Jackie Browning*	Accountant
Sarah Hartwell*	Accounting Specialist III
Samantha Chapman	Accounting Specialist III
Wendy McCoy	HR Manager/Documentation Specialist
Karen Wolfe*	Documentation Specialist

Vannessa King

Administrative Assistant

Members of the Public:

Charles Kemp\*

JP Morgan

\*Joined by videoconference.

\*\*Joined by teleconference.

The meeting was called to order by Vice Chairwoman Dionne. Vice Chairwoman Dionne noted that a quorum was present and that the meeting could lawfully conduct business.

#### **MINUTES**

A motion was made by Mr. Hartley to approve and dispense with the reading of the July 17, 2025, Board of Directors Meeting minutes. The motion was seconded by Mr. Canterbury and unanimously carried.

#### **TREASURER'S REPORT**

Ms. Cole presented the Treasurer's Report to the board for their review. A motion was made by Mr. Canterbury to accept the report as presented. The motion was seconded by Mr. Hartley and unanimously carried.

The Commitments Outstanding list was presented to the board for their review.

#### **FINAL APPROVALS**

There were no Final Approvals for August.

#### **OLD BUSINESS**

##### **Loan Commitment Extensions**

Upon recommendation of the staff, a motion was made by Mr. Irby to approve the following extensions. The motion was seconded by Mr. Hartley and unanimously carried.

	<u>Date</u> <u>Approved</u>	<u>Amount</u> <u>Committed</u>
1.) <b>Mining Repair Specialist, Inc.</b> Nine (9) month extension New expiration date: May 31, 2026	01/18/2024	\$2,000,000
2.) <b>Farm to Fork Meat Processing, LLC</b> Six (6) month extension New expiration date: February 28, 2026	07/20/2023	\$ 524,589

*Senator Jeffries joined the meeting.*

**Property and Lease Reports**

Ms. Cole presented the Property and Lease Reports to the board for their review.

**Insurance Reports**

Ms. Cole presented the Insurance Reports to the board for their review.

**West Virginia Private Activity Bond CAP Allocation Report.**

Mr. Brouse presented the West Virginia Private Activity Bond CAP Allocation Reports to the board for their review.

**NEW BUSINESS**

**A. Election of Officers**

Ms. Cole presented the WVEDA Slate of Officers to the board for approval:

Vicki Dunn-Marshall Dionne	Vice Chairman
Taylor S. Cole	Assistant Secretary/Treasurer
Joseph D. Brouse	Assistant Secretary/Treasurer
Samantha Batten	Assistant Secretary/Treasurer
Karen M. Wolfe	Assistant Secretary/Treasurer

A motion was made by Mr. Hartley to approve the Slate of Officers as presented. The motion was seconded by Mr. Ritchie and unanimously carried.

**B. Public Comment Session**

There were no public comments.

**INFORMATIONAL REPORT**

There was no Informational Report.

Pursuant to West Virginia Code 6-9A-4, the Chairman will now consider a motion that the WVEDA board enter into executive session for the purpose of discussing the development of property, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or material that would cause an invasion of an individual's privacy if disclosed; or matters involving the purchase or development of property or advance construction planning.

A motion was made by Mr. Hartley to go into Executive Session. The motion was seconded by Mr. Irby and unanimously carried.

Charles Kemp joined and left the meeting.

**GENERAL SESSION**

**Clear Mountain Bank on behalf of Salem University, LLC- Loan Insurance Request**

A motion was made by Mr. Hartley to approve Loan Insurance to Clear Mountain Bank on behalf of Salem University, LLC in the amount of \$280,000. The motion was seconded by Mr. Irby and unanimously carried.

**Advantage Valley, Inc. – Loan Modification**

A motion was made by Mr. Ritchie to approve a \$500,000 commitment increase to Advantage Valley, Inc. The motion was seconded by Mr. Hartley and unanimously carried.

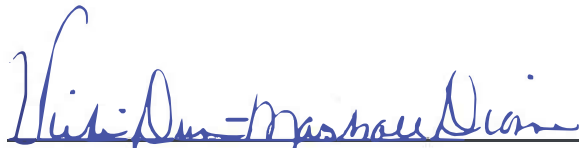
**Mountaineer Real Estate II, Inc. – Loan Modification**

A motion was made by Mr. Irby to approve a change in collateral for to Mountaineer Real Estate II, Inc. The motion was seconded by Ms. Olejasz and unanimously carried.

**Other Business**

None.

There being no further business, Mr. Irby moved that the meeting be adjourned. The motion was seconded by Mr. Hartley and without objection, Vice Chairwoman Dionne declared the meeting adjourned.

  
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Matthew R. Irby  
Secretary  
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Vicki Dunn-Marshall Dionne  
Vice Chairwoman