

**Representatives to External
Boards, Commissions, Councils and Committees**

Attachment 1

Representative Report

Organization: LRBA

Meeting Date/Time: Sep 8, 2017, 1100

Meeting Location: 2015 Memorial Ave., Lynchburg

Agenda/Discussion Topics of Interest to Amherst County:

1. Alliance reviewing need for CTC lobbyist again, this year.
2. A proposal was made/^{discussed} to offer a contest to universities to 1) produce a highest & best use analysis and 2) produce a design of that use for CVTC. A prize could be offered. LRBA staff is reviewing the idea.

Representations Made:

I offered to assist with the proposal.

Instructions, Goals, Objectives received from Supervisors or Administrator: None

Guidance needed from Board of Supervisors: None.

Upcoming Matters:

See agenda item 5 for upcoming events

Report By:



Date: 8 Sep 17



LYNCHBURG REGIONAL BUSINESS ALLIANCE

Chamber and Economic Development

Lynchburg Regional Business Alliance
Executive Board Meeting
2015 Memorial Avenue, Lynchburg, Virginia 24501
September 8, 2017 ~ 11 a.m.

Vision: Creating a region where businesses and individuals thrive.

Mission: To lead regional economic development through:

- a. generating jobs and investment
- b. promoting our brand and image globally
- c. cultivating talent
- d. enhancing the business climate

A G E N D A

1. Welcome Board of Directors Jim Richards, Chair
2. Consensus Agenda (Vote on items A-C with one motion) Richards
 - a. August Minutes
 - b. Financial Report
 - Lease Agreement with CVF
 - c. Membership Report
3. Organizational Update Richards
 - a. Chairman's Comments
 - b. CEO Report - *Planning for CVTC lobbyist again* Megan Lucas
 - c. Regional projects (CEDS, Connectivity Study) Lucas
 - d. Building Update Lucas
4. Discussion Items
5. Upcoming Opportunities Lucas
 - a. Communications Academy –Sept. 20 and Oct. 27
 - b. Johnson Health Center Grand Opening – Sept. 22
 - c. Women's Exchange Luncheon – Sept. 22
 - d. Briefcase Open Golf Tournament – Sept. 27
 - e. Salute to Manufacturing Breakfast – Oct. 3 *Former Gov Allen will speak*
Speaker – Former Governor George F. Allen
 - f. A.M. Alliance – Oct. 6
 - g. TechEdge – Oct. 10
 - h. Jefferson's Assembly – Oct. 17
 - i. Fanning the Flame—An Evening of Women, Wine & Wisdom – Oct. 24
 - j. Executive Reception – Oct. 26
 - k. Cocktails & Commerce – Grand Opening Gala – Nov. 4
6. Adjourn



Lynchburg Regional Business Alliance Executive Board of Directors Meeting

Friday, August 11, 2017 – 11 A.M.
2015 Memorial Avenue, Lynchburg, VA 24501

Minutes

Members Present

Des Black, Ed Craighill, Mike Davidson, Larry Jackson, Todd Hall, Ryan McEntire, Stefanie Prokity, Bonnie Svrcek, Michael Elliott, Dean Rodgers, Luke Towles, Denise Woernle

Members Absent

Gary Christie, Lauren Dianich, George Kayes, Dave Malewitz, Jim Richards, Karen Simonton, Randy Smith

Staff Present

Christine Kennedy, Jamie Glass, Kaye Lewis

Welcome and Call to Order

Stefanie Prokity called the meeting to order at 11:03 a.m. and welcomed Executive Board members and new VP of Membership Development Heath Barret.

Prokity congratulated Jamie Glass on her promotion to Deputy Director of Economic Development and for being recognized as one of the *2017 Millennials on the Move*. Prokity also noted that Jessica Clarkson, Ambassador Chair as well as four Leadership Lynchburg Alumni were also recognized as *Millennials on the Move*.

Consent Agenda Items

Previous meeting minutes: There were no changes to the previous meeting minutes.

Financial report: Ryan McEntire reviewed the provided financial statements for LRBA. McEntire indicated there were no changes to the CVIC statements since the previous meeting in June. McEntire also reviewed the Foundation financial statements.

Jackson asked about the current status and value of CVIC. Kennedy noted that the Council is not active and we no longer bill for dues. However, the Council moving forward will function as a committee of the Alliance like Small Business and will host manufacturing specific events as well as conduct Wage and Benefit Surveys every other year which members will still have the opportunity to participate in for a fee.

McEntire reported that the Finance Committee is recommending that the furniture and moving costs originally budgeted to be paid from building campaign funds in the Foundation should be paid by the Alliance. Since the Alliance will own the furniture, this will eliminate the complication of the Alliance leasing furniture from the Foundation.

Membership report: Kennedy asked the members to review the membership report included in the board packet. She noted that Barret will follow up with the aged receivables. Svrcek did not feel that the City should be listed when they had just recently received their invoice. Kennedy noted that

invoices are sent several months in advance but the City's may have been delayed due to their change to the tiered dues format. (UPDATE: Immediately following the meeting, Kennedy forwarded the emailed invoice that was sent to Svrcek in May which is why they were on the receivables. Svrcek confirmed that it had been received in May.)

Motion: Michael Elliott motioned to approve the consent agenda, Des Black seconded the motion. The motion carried.

Organization Update: Kennedy reported that Lucas was attending Consultant Connect in Chicago and had had good meetings with site selectors.

Capital campaign update was included in the Board packet. It was noted that Convergent's contract would end on August 24. Kennedy thanked all those who had made calls with Campaign Director Russ Leach. Larry Jackson stated that he thought the campaign was going well but around \$1 million was still pending. He noted that we will continue to work on the campaign after Leach is gone. Jackson commended Leach on the excellent job he had done in preparing materials and getting in front of a lot of people. Craighill also acknowledged Leach on his preparedness. Prokity thanked Jackson and Hall for their efforts.

Svrcek stated that she thought the City and other government localities should be listed in the brackets on the Capital Campaign Investor Recognition Sheet according to their contribution level based on discussion at the last meeting. It was noted that localities by law cannot commit to multi-year campaigns so it was unclear whether localities would want to be listed as "five year commitments". The Board asked that Lucas follow up with localities to see how they want to be recognized and the pledge sheet needs to be updated to reflect the changes by Friday, August 18. Jamie Glass and Lucas will update and run by municipalities to see if they are okay with the wording.

CEDS –The CEDS Steering Committee comprised of those members who participated on the CEDS planning steering committee and the chairs for each of the Initiative Councils will meet August 30. The Initiative Councils who are leading the efforts of the eleven initiatives established in the plan will begin meeting the third and fourth weeks of August.

LRTAG will meet September 5, 2:30-3:30 p.m. to discuss Regional Connectivity efforts and how to move forward more efficiently and effectively. Ed Craighill thanked Shannon Valentine for her efforts and invited Board members to attend the meeting. Craighill will have more information to report after the meeting.

Building Update: Kennedy noted that the building is moving along and roof repairs are in the works. Craighill noted that the roof is being repaired as best as it could be with the money available. Craighill estimates the current roof repairs will last a minimum of five years and then a new roof will need to be installed at a cost of \$115-130,000 for a 15 year total system roof replacement. Craighill acknowledged Andy Flint of L G. Flint on the extraordinary job he has done on the building and the behind the scene work of Lauren Dianich of Atelier 11.

Kennedy asked Board members to save the date for our Grand Opening Gala scheduled for Nov. 4.

Discussion Items

Federal Priorities Approval: Jackson presented the 2017-18 Federal Legislative Priorities (attached to file copy of minutes) as recommended by the Legislative Affairs Committee. Following discussion, Denise Woernle moved that the priorities be approved. The motion carried.

Membership Development

Kennedy introduced Heath Barret, new VP of Membership Development with a series of icebreaker questions asked by board members

Tiered Dues: Barret shared a document with the board describing his strategy for tiered dues implementation. He noted that he and either Christine Kennedy or Megan Lucas would meet with all members that are due in January to make sure everyone understands the new dues structure.

Barret asked the Board's help in introducing him to business leaders and former members that need to be brought back into the Alliance. Barret also noted that he is planning on restructuring the Ambassador program and increasing the number who serve on this important committee.

Barret noted that he anticipates selling his house in Mississippi and moving his family to the area by September 6. Until that time he will work in the office two weeks and remotely from Mississippi for one week.

Upcoming Opportunities: Kennedy reviewed the list of upcoming events, especially the three-part Communications Academy with Justin Patton scheduled for August 17, September 20 and October 27. Kennedy thanked those Board members who have registered and encouraged others to send their teams. Prokity noted that these events are listed as compensating projects on our budget and encouraged board members to attend.

Items from Members:

Des Black noted that he attended a meeting in Richmond where a briefing and updates were provided from Virginia Chamber President Barry DuVal on the BluePrint Virginia 2025 statewide strategic plan.

Dean Rodgers brought up the idea of how perceptions of school systems are created in our region and who needs to help manage these perceptions given that each school district is unique and has strengths. Discussion ensued and ended with the consensus that no one organization is in charge of managing perceptions. Kennedy noted that we provide key data on each school district as well as contact information so that informed decisions can be made.

Svrcek reported that the Downtown 2040 Master Plan planning process had begun with a high rate of participation. She noted that conversations would continue until the end of the month. A survey has been sent out and she encouraged the Board to participate.

Adjourn

Prokity adjourned meeting at 12:22 p.m.

Action Items, Outcomes & Assignments:

- Voted to approve \$52,811 in furniture and estimated moving costs of \$5,960 in Alliance funds rather than Foundation funds for moving and furniture expenses for relocation of Alliance headquarters.
- Voted to approve the Alliance's federal legislative priorities which will be used for DC visits in September & October as well as when we have federal representatives back in the district this fall.
Board requested Lucas contact all localities regarding how they prefer to be listed as a capital campaign contributor (either under a special government category, or the existing levels indicating a five year commitment.)

**Lynchburg Regional Business Alliance
Income Statement
For the Eight Months Ending August 31, 2017**

REVENUE			EXPENSES		
	8/31/2017	8/31/2016		8/31/2017	8/31/2016
Membership Dues	247,037.17	268,892.82	Administrative	436,137.57	413,356.05
New Member Dues	13,352.75	15,412.62	Building and Grounds	17,742.69	48,268.16
Economic Development - Private	344,367.30	274,320.00	General Operating	77,321.53	82,775.91
Economic Development - Public	296,550.00	268,634.00	Economic Development	171,933.04	88,534.45
Additional Funds Needed	0.00	16,250.00	Programs	52,688.24	84,943.35
Tech Council	4,245.00	0.00	Bad Debts	3,068.36	10,810.59
Misc. Income	12,768.15	6,069.01			
Publication Revenue	45.25	74.00	Total	758,891.43	728,688.51
Interest Income	1,342.24	1,880.02			
Total	919,707.86	851,532.47	Compensating Projects	97,338.23	102,932.28
Compensating Projects	169,926.87	182,925.63	Expenses (subtotal)	856,229.66	831,620.79
Total Revenue	1,089,634.73	1,034,458.10	Net Income (subtotal)	233,405.07	202,837.31
			Economic Dev. Campaign	157,500.00	
			Communications Plan	21,165.00	
			Contributions (building)		171,439.82
2017 Compensating projects net \$72,588.64			Total Expenses	1,034,894.66	1,003,060.61
			Net Income	54,740.07	31,397.49
			Budget Year to Date	104,276.95	

**Lynchburg Regional Business Alliance
Balance Sheet
August 31, 2017**

ASSETS			LIABILITIES AND CAPITAL		
	8/31/2017	8/31/2016		8/31/2017	8/31/2016
Current Assets			Current Liabilities		
Cash	711,696.75	787,800.44	Accounts Payable	5,089.07	12,072.75
Cash - ED Capital Campaign	0.00	250,000.00	Deferred Income	345,869.93	358,383.32
Cash - ED Public Contributions	0.00		Other Current Liabilities	26,155.79	21,512.24
Accounts Receivable Dues	26,233.00	42,261.50	Total Current Liabilities	377,114.79	391,968.31
Accounts Receivable ED Private	28,250.00	27,150.00	Capital		
Accounts Receivable ED Public	195,313.00	97,343.00	Fund Balance Undesignated	673,324.26	872,181.55
Other Current Assets	111,657.09	80,201.05	Net Income	54,740.07	31,397.49
Total Current Assets	1,073,149.84	1,284,755.99	Total Capital	728,064.33	903,579.04
Property and Equipment	32,029.28	10,791.36	Total Liabilities & Capital	1,105,179.12	1,295,547.35
Total Assets	1,105,179.12	1,295,547.35			
8/31/17 ED Public Contributions Cash	0.00				
8/31/17 ED Expenses	461,922.00				
Net	(461,922.00)				

Lynchburg Regional Business Alliance
Income Statement
For the Month Ending August 31, 2017

	Operations	Compensating Projects	Total
<u>Revenues</u>			
Membership Dues	30,177.05		30,177.05
New Member Dues	1,841.54		1,841.54
Economic Development Private Contributions	19,000.30		19,000.30
Economic Development Public Contributions	(37,631.00)		(37,631.00)
Tech Council	1,320.00		1,320.00
Misc. Income	5.50		5.50
Publication			
Recycle Rewards			
Sale of Mailing Labels			
Interest	145.31		145.31
Map Project			
Administrative Support Reimbursement			
ChamberSolutions			
YPCV			
Website Advertising			
Women's Exchange			
Legislative Reception in Richmond			
Business After Hours			
Jefferson's Assembly			
Business At Breakfast		1,804.00	1,804.00
Legislative Wrap Up			
Leadership Lynchburg			
Annual Meeting			
Fall Golf Tournament			
Buy the Burg Show		5.00	5.00
Seminar/Legislative			
A.M. Alliance			
Small Business Awards			
MVP Mailing	225.00		225.00
TransDominion Express			
Legislative Outlook			
Lynchburg Life		2,864.76	2,864.76
Women of Worth			
International Trips		10,000.00	10,000.00
Economic Vibe		3,990.00	3,990.00
Alumni Events			
Work Healthy			
Sips & Sweets			
Workforce Summit			
Economic Summit			
 Total Revenues	 15,083.70	 18,663.76	 33,747.46

Lynchburg Regional Business Alliance
Income Statement
For the Month Ending August 31, 2017

	Operations	Compensating Projects	Total
<u>Expenses</u>			
Salary	52,700.76		52,700.76
Salary - Temp. Service			
Retirement Plan	3,954.05		3,954.05
Group Insurance	3,888.63		3,888.63
FICA	4,687.00		4,687.00
Workman's Comp Insurance	141.41		141.41
Unemployment Taxes	0.00		0.00
Utilities	(28.49)		(28.49)
Custodial	530.00		530.00
Real Estate Taxes	0.00		0.00
Building Insurance	160.83		160.83
Depreciation Building			
Building Repairs & Maintenance	1,101.83		1,101.83
Rent & Parking (downtown)			
Office Supplies	1,259.91		1,259.91
Membership Software	371.00		371.00
Software			
Website			
Postage	261.71		261.71
Printing			
Telephone	479.40		479.40
Dues & Subscriptions	561.90		561.90
Mobile App Fees			
Audit Expense			
Small Equipment Purchases			
Directors Liability Insurance	416.42		416.42
Temporary Services	231.88		231.88
Staff Training			
Automobile Insurance	35.16		35.16
Partners in Education			
Travel	119.98		119.98
Lobbying			
Meetings, Meals, Lodging	(717.11)		(717.11)
Depreciation, Office Equipment	426.62		426.62
Equipment Lease & Rental	314.77		314.77
Equipment Repairs & Maintenance	339.77		339.77
Bad Debts	25.00		25.00
Membership Development	40.19		40.19
Commissions			
YEA			
Promotional Items			
Marketing			
Economic Development Marketing	5,070.38		5,070.38
Economic Development Travel	493.02		493.02
Economic Development Meetings, Meals & Lodging	(91.37)		(91.37)
Regional Collaboration Projects			
Economic Development Investor Relations	1,300.00		1,300.00
Economic Development Dues & Subscriptions	238.32		238.32
Economic Development Software	220.76		220.76

Lynchburg Regional Business Alliance
Income Statement
For the Month Ending August 31, 2017

	Operations	Compensating Projects	Total
Economic Development Website	1,860.00		1,860.00
Economic Development Research CAER			
Future Focus			
Tech Council	1,007.75		1,007.75
YPCV	194.65		194.65
Strategic Planning Conference			
Taxes & Licenses			
Map Project			
Women's Exchange			
Legislative Reception in Richmond			
Business After Hours			
Jefferson's Assembly			
Business At Breakfast		539.71	539.71
Legislative Wrap Up			
Leadership Lynchburg		100.00	100.00
Fall Golf Tournament			
Annual Meeting			
Buy the Burg Show		90.99	90.99
Seminar/Legislative A.M. Alliance		31.28	31.28
Small Business Awards			
TransDominion Express			
Legislative Outlook			
Lynchburg Life			
Women of Worth			
Alumni Events			
International Trips			
Economic Vibe		2,177.00	2,177.00
Work Healthy			
Sips & Sweets			
Workforce Summit			
Economic Summit			
Expenses (subtotal)	81,596.13	2,938.98	84,535.11
Net Income (subtotal)	(66,512.43)	15,724.78	(50,787.65)
Communications Plan	0.00		0.00
Economic Development Campaign Management	0.00		0.00
Total Campaign Expenses	0.00		0.00
Total Expenses	81,596.13	2,938.98	84,535.11
Net Income	(66,512.43)	15,724.78	(50,787.65)

Lynchburg Regional Business Alliance
Income Statement
For the Eight Months Ending August 31, 2017

	Operations	Compensating Projects	Total
<u>Revenues</u>			
Membership Dues	247,037.17		247,037.17
New Member Dues	13,352.75		13,352.75
Economic Development Private Contributions	344,367.30		344,367.30
Economic Development Public Contributions	296,550.00		296,550.00
Additional Funds Needed			0.00
Tech Council	4,245.00		4,245.00
Misc. Income	362.61		362.61
Publication	45.25		45.25
Recycle Rewards	27.20		27.20
Sale of Mailing Labels	450.00		450.00
Administrative Support Reimbursement	25.00		25.00
ChamberSolutions			0.00
Interest	1,342.24		1,342.24
Map Project			0.00
CVI Council Reimbursement			0.00
Website Advertising	11,200.00		11,200.00
MVP Mailing	375.00		375.00
TransDominion Express	328.34		328.34
Women's Exchange		3,449.00	3,449.00
Legislative Reception in Richmond		2,707.00	2,707.00
Annual Meeting		8,259.60	8,259.60
Business After Hours			0.00
Jefferson's Assembly			0.00
Business At Breakfast		5,798.87	5,798.87
Legislative Wrap Up		2,565.42	2,565.42
Leadership Lynchburg		36,182.51	36,182.51
A.M. Alliance		1,000.00	1,000.00
Fall Golf Tournament			0.00
Buy the Burg Show		18,165.00	18,165.00
Seminar/Legislative		1,800.00	1,800.00
Small Business Awards		9,079.00	9,079.00
Legislative Outlook			0.00
Lynchburg Life		57,404.44	57,404.44
Alumni Events			0.00
International Trips		10,000.00	10,000.00
Economic Vibe		4,894.78	4,894.78
Work Healthy		956.25	956.25
Sips & Sweets			0.00
Workforce Summit		7,665.00	7,665.00
Economic Summit			0.00
Career Expo			0.00
Total Revenues	919,707.86	169,926.87	1,089,634.73

Lynchburg Regional Business Alliance
Income Statement
For the Eight Months Ending August 31, 2017

	Operations	Compensating Projects	Total
<u>Expenses</u>			
Salary	351,984.65		351,984.65
Salary - Temp. Service			0.00
Retirement Plan	15,717.78		15,717.78
Group Insurance	30,658.39		30,658.39
FICA	24,746.61		24,746.61
Workman's Comp Insurance	1,131.28		1,131.28
Unemployment Taxes	3,202.42		3,202.42
Utilities	4,106.24		4,106.24
Custodial	2,290.00		2,290.00
Real Estate Taxes	4,146.96		4,146.96
Building Insurance	1,181.64		1,181.64
Depreciation Building			0.00
Building Repairs & Maintenance	6,017.85		6,017.85
Rent & Parking (downtown)			0.00
Office Supplies	9,283.67		9,283.67
Membership Software	2,968.00		2,968.00
Software	440.10		440.10
Website	447.50		447.50
Postage	2,366.74		2,366.74
Printing	5,925.15		5,925.15
Telephone	4,420.99		4,420.99
Dues & Subscriptions	5,888.84		5,888.84
Audit	6,275.00		6,275.00
Small Equipment Purchases			0.00
Directors Liability Insurance	3,331.36		3,331.36
Temporary Services	2,269.64		2,269.64
Staff Training	8,461.76		8,461.76
Automobile Insurance	281.28		281.28
Partners in Education			0.00
Travel	2,421.52		2,421.52
Public Policy	441.12		441.12
Meetings, Meals, Lodging	6,976.29		6,976.29
Depreciation, Office Equipment	3,412.96		3,412.96
Equipment Lease & Rental	3,729.10		3,729.10
Equipment Repairs & Maintenance	5,495.62		5,495.62
Bad Debts	3,068.36		3,068.36
Membership Development	1,793.31		1,793.31
Promotional Items			0.00
Commissions	6,426.80		6,426.80
Marketing	2,570.83		2,570.83
Strategic Planning Conference			0.00
Taxes & Licenses	390.39		390.39
Economic Development Marketing	91,522.10		91,522.10
Economic Development Travel	5,678.43		5,678.43
Economic Development Meetings, Meals & Lodging	17,348.85		17,348.85
Economic Development Investor Relations	39,037.87		39,037.87
Economic Development Software	6,509.10		6,509.10
Economic Development Dues & Subscriptions	2,133.69		2,133.69
Economic Development Website	5,580.00		5,580.00

Lynchburg Regional Business Alliance
Income Statement
For the Eight Months Ending August 31, 2017

	Operations	Compensating Projects	Total
Economic Development Research	2,380.00		2,380.00
Regional Collaboration Projects	1,743.00		1,743.00
CAER	45,000.00		45,000.00
Tech Council	4,457.37		4,457.37
YPCV	2,902.53		2,902.53
TransDominion Express	328.34		328.34
Map Project			0.00
Women's Exchange		2,625.10	2,625.10
Legislative Reception in Richmond		2,209.44	2,209.44
Annual Meeting		5,056.26	5,056.26
Business After Hours			0.00
Jefferson's Assembly			0.00
Business At Breakfast		2,033.03	2,033.03
Legislative Wrap Up		1,129.41	1,129.41
Leadership Lynchburg		18,962.58	18,962.58
A.M. Alliance		583.93	583.93
Fall Golf Tournament			0.00
Buy the Burg Show		11,040.23	11,040.23
Seminar/Legislative		361.47	361.47
Small Business Awards		12,543.29	12,543.29
Legislative Outlook			0.00
Lynchburg Life		34,486.34	34,486.34
Alumni Events			0.00
International Trips		9.24	9.24
Economic Vibe		3,034.73	3,034.73
Work Healthy		956.25	956.25
Sips & Sweets			0.00
Workforce Summit		2,306.93	2,306.93
Economic Summit			0.00
Expenses (subtotal)	758,891.43	97,338.23	856,229.66
Net Income (subtotal)	160,816.43	72,588.64	233,405.07
Economic Development Campaign Management	157,500.00		157,500.00
Communications Plan	21,165.00		21,165.00
sub total	178,665.00		178,665.00
Total Expenses	937,556.43	97,338.23	1,034,894.66
Net Income	(17,848.57)	72,588.64	54,740.07

Lynchburg Regional Business Alliance
Compensating Projects
For the Eight Months Ending August 31, 2017

	Income	Expense	Net	Budget	Variance	Annual	Staff Hours
<u>Completed Projects</u>							
Annual Meeting	8,259.60	(5,056.26)	3,203.34	2,000.00	1,203.34	2,000.00	68.25
Buy the Burg! Show	18,165.00	(11,040.23)	7,124.77	15,000.00	(7,875.23)	15,000.00	407.00
Economic Vibe	4,894.78	(3,034.73)	1,860.05	2,000.00	(139.95)	2,000.00	3.00
Leadership Lynchburg	36,182.51	(18,962.58)	17,219.93	7,000.00	10,219.93	7,000.00	63.00
Legislative Reception in Richmond	2,707.00	(2,209.44)	497.56	500.00	(2.44)	500.00	34.5
Pancakes & Politics - Wrap Up	2,565.42	(1,129.41)	1,436.01	1,250.00	186.01	1,250.00	28.00
Small Business Award	9,079.00	(12,543.29)	(3,464.29)	3,000.00	(6,464.29)	3,000.00	65.00
sub total	81,853.31	(53,975.94)	27,877.37	30,750.00	(2,872.63)	30,750.00	668.75
<u>Incomplete Projects</u>							
Alumni Events					0.00	0.00	11.00
A.M. Alliance	1,000.00	(583.93)	416.07	0.00	416.07	0.00	30.00
Business After Hours					0.00	1,000.00	0.00
Business at Breakfast	5,798.87	(2,033.03)	3,765.84	3,000.00	765.84	4,000.00	30.00
Communications Academy					0.00	5,000.00	11.00
Economic Summit					0.00	5,000.00	0.50
Fall Golf Tournament					0.00	7,000.00	8.00
International Trips	10,000.00	(9.24)	9,990.76	11,500.00	(1,509.24)	11,500.00	11.00
Jefferson's Assembly					0.00	1,000.00	0.00
Lynchburg Life	57,404.44	(34,486.34)	22,918.10	32,667.00	(9,748.90)	49,000.00	0.00
Map Project					0.00	4,200.00	0.00
Pancakes & Politics - Outlook					0.00	1,250.00	0.00
Seminar/Legislative	1,800.00	(361.47)	1,438.53	0.00	1,438.53	0.00	0.00
Sips & Sweets					0.00	3,000.00	0.00
Summits (2)	7,665.00	(2,306.93)	5,358.07	4,500.00	858.07	9,000.00	51.00
Training & Development					0.00	0.00	0.00
Women of Worth Luncheon/Tea					0.00	1,000.00	0.00
Women's Exchange	3,449.00	(2,625.10)	823.90	1,750.00	(926.10)	3,500.00	25.50
Work Healthy Campaign	956.25	(956.25)	0.00	0.00	0.00	0.00	0.00
sub total	88,073.56	(43,362.29)	44,711.27	53,417.00	(8,705.73)	105,450.00	178.00
Total	169,926.87	(97,338.23)	72,588.64	84,167.00	(11,578.36)	136,200.00	846.75

Lynchburg Regional Business Alliance
Budget vs. Actual
For the Eight Months Ending August 31, 2017

	Actual Year to Date	Budget Year to Date	Variance	Annual Budget
INCOME				
PRIMARY INCOME				
1 New Member Dues	13,352.75	21,000.00	(7,647.25)	31,500.00
2 Current Member Dues	247,037.17	243,667.00	3,370.17	365,500.00
3 Compensating Projects - net	72,588.64	84,167.00	(11,578.36)	136,200.00
4 ED Local, City, Town and County Governments	296,550.00	268,634.00	27,916.00	268,634.00
5 ED Private Contributions	344,367.30	440,000.00	(95,632.70)	660,000.00
6 Additional Funds Needed to Balance	0.00	0.00	0.00	0.00
7 TOTAL PRIMARY INCOME	973,895.86	1,057,468.00	(83,572.14)	1,461,834.00
OTHER INCOME				
8 Miscellaneous	1,213.40	467.00	746.40	700.00
9 Interest	1,342.24	1,467.00	(124.76)	2,200.00
10 Member Value Promotions	375.00	500.00	(125.00)	750.00
11 Website Advertising	11,200.00	3,000.00	8,200.00	3,000.00
12 ChamberSolutions	25.00	25.00	0.00	2,000.00
13 CVI Council Reimbursement	0.00	0.00	0.00	0.00
14 Administrative Support Reimbursement	0.00	0.00	0.00	0.00
15 Funding from Future Focus & Tech Council	0.00	0.00	0.00	10,000.00
16 Tech Council Revenue	4,245.00	4,245.00	0.00	23,000.00
17 TOTAL OTHER INCOME	18,400.64	9,704.00	8,696.64	41,650.00
18 TOTAL INCOME	992,296.50	1,067,172.00	(74,875.50)	1,503,484.00
EXPENSES				
ADMINISTRATIVE				
19 Salaries	351,984.65	390,149.00	(38,164.35)	622,100.00
20 Temporary Services	2,269.64	1,667.00	602.64	2,500.00
21 Sales Commissions	6,426.80	1,700.00	4,726.80	1,700.00
22 Retirement	15,717.78	21,747.00	(6,029.22)	60,300.00
23 Group Insurance	30,658.39	41,373.00	(10,714.61)	67,900.00
24 FICA	24,746.61	29,346.00	(4,599.39)	46,900.00
25 Unemployment Tax	3,202.42	3,202.42	0.00	4,000.00
26 Workman's Comp Insurance	1,131.28	1,267.00	(135.72)	1,900.00
27 TOTAL ADMINISTRATIVE	436,137.57	490,451.42	(54,313.85)	807,300.00
OCCUPANCY				
28 Utilities	4,106.24	1,850.00	2,256.24	1,850.00
29 Custodial	2,290.00	810.00	1,480.00	810.00
30 Real Estate Tax	4,146.96	2,074.00	2,072.96	2,074.00
31 Building Insurance	1,181.64	350.00	831.64	350.00
32 Depreciation - Building	0.00	0.00	0.00	0.00
33 Building Repairs & Maintenance	6,017.85	2,800.00	3,217.85	2,800.00
34 Court Street Lease	0.00	29,445.00	(29,445.00)	53,000.00
35 TOTAL OCCUPANCY	17,742.69	37,329.00	(19,586.31)	60,884.00

Lynchburg Regional Business Alliance
Budget vs. Actual
For the Eight Months Ending August 31, 2017

	Actual Year to Date	Budget Year to Date	Variance	Annual Budget
GENERAL				
36 Office Supplies	9,283.67	10,500.00	(1,216.33)	15,750.00
37 Postage	2,366.74	2,867.00	(500.26)	4,300.00
38 Printing	5,925.15	6,333.00	(407.85)	9,500.00
39 Telephone	4,420.99	5,267.00	(846.01)	7,900.00
40 Memberships & Subscriptions	5,888.84	6,733.00	(844.16)	10,100.00
41 Audit	6,275.00	6,850.00	(575.00)	6,850.00
42 Depreciation - Equipment	3,412.96	4,800.00	(1,387.04)	7,200.00
43 Taxes & Licenses	390.39	390.39	0.00	830.00
44 Meetings, Meals & Lodging	6,976.29	9,667.00	(2,690.71)	14,500.00
45 Travel	2,421.52	6,000.00	(3,578.48)	9,000.00
46 D & O Liability Insurance	3,331.36	3,333.00	(1.64)	5,000.00
47 Small Equipment Purchases	0.00	567.00	(567.00)	850.00
48 Membership Development	1,793.31	1,133.00	660.31	1,700.00
49 Promotional Items	0.00	2,100.00	(2,100.00)	3,150.00
50 Premium Investor Program	0.00	200.00	(200.00)	300.00
51 Partners in Education	0.00	0.00	0.00	3,000.00
52 Staff Training	8,461.76	6,000.00	2,461.76	9,000.00
53 Equipment Repairs & Maintenance	5,495.62	10,133.00	(4,637.38)	15,200.00
54 Auto Insurance	281.28	287.00	(5.72)	430.00
55 Equipment Lease & Rental	3,729.10	3,560.00	169.10	5,340.00
56 Bad Debts	3,068.36	6,467.00	(3,398.64)	11,200.00
57 Public Policy	441.12	3,333.00	(2,891.88)	5,000.00
58 Strategic Planning	0.00	0.00	0.00	2,500.00
59 Website	447.50	800.00	(352.50)	1,200.00
60 Marketing	2,570.83	8,333.00	(5,762.17)	12,500.00
61 Software	3,408.10	3,607.00	(198.90)	12,100.00
62 TOTAL GENERAL	80,389.89	109,260.39	(28,870.50)	174,400.00
ECONOMIC DEVELOPMENT				
63 Marketing	91,522.10	112,667.00	(21,144.90)	169,000.00
64 Regional Collaboration Projects	1,743.00	5,333.00	(3,590.00)	8,000.00
66 Investor Relations Events	39,037.87	51,333.00	(12,295.13)	77,000.00
67 Meetings, Meals & Lodging	17,348.85	13,333.00	4,015.85	20,000.00
68 Travel	5,678.43	9,200.00	(3,521.57)	13,800.00
70 Special Projects	0.00	18,667.00	(18,667.00)	28,000.00
71 Dues & Subscriptions	2,133.69	4,000.00	(1,866.31)	6,000.00
72 Research	2,380.00	2,700.00	(320.00)	2,700.00
73 Software	6,509.10	5,933.00	576.10	8,900.00
75 Website	5,580.00	5,000.00	580.00	7,500.00
76 TOTAL ECONOMIC DEVELOPMENT	171,933.04	228,166.00	(56,232.96)	340,900.00
OTHER				
77 CAER	45,000.00	90,000.00	(45,000.00)	90,000.00
78 Young Professionals of Central Virginia	2,902.53	2,902.53	0.00	7,000.00
79 Technology Council	4,457.37	4,457.37	0.00	23,000.00
80 TransDominion Express	328.34	328.34	0.00	0.00
81 TOTAL OTHER	52,688.24	97,688.24	(45,000.00)	120,000.00
82 EXPENSES (subtotal)	758,891.43	962,895.05	(204,003.62)	1,503,484.00

Lynchburg Regional Business Alliance
Budget vs. Actual
For the Eight Months Ending August 31, 2017

	Actual Year to Date	Budget Year to Date	Variance	Annual Budget
83 NET INCOME (subtotal)	233,405.07	104,276.95	129,128.12	0.00
84 Campaign Management	157,500.00	0.00	157,500.00	
85 Communications Plan	21,165.00	0.00	21,165.00	
86 TOTAL EXPENSES	937,556.43	962,895.05	(25,338.62)	
87 NET INCOME	54,740.07	104,276.95	(49,536.88)	

LYNCHBURG REGIONAL BUSINESS ALLIANCE

August 31, 2017

DEFERRED INCOME-DUES

NEW MEMBER - JANUARY 2017	666.72
NEW MEMBER - FEBRUARY 2017	333.38
NEW MEMBER - MARCH 2017	1,450.04
NEW MEMBER - APRIL 2017	1,458.35
NEW MEMBER - MAY 2017	533.36
NEW MEMBER - JUNE 2017	300.01
NEW MEMBER - JULY 2017	2,893.94
NEW MEMBER - AUGUST 2017	1,558.34
NEW MEMBER - OCTOBER 2016	293.87
NEW MEMBER - NOVEMBER 2016	133.40
NEW MEMBER - DECEMBER 2016	100.03
JANUARY 2017 BILLING	67,192.36
JULY 2017 BILLING	131,123.04
AUGUST 2017 BILLING	2,933.33
SEPTEMBER 2017 BILLING	2,800.00
OCTOBER 2017 BILLING	3,526.00

SUB TOTAL 217,296.17

DEFERRED INCOME-OTHER

2017 SPONSORSHIPS, ETC	26,310.00
MISC	2,125.00
EDGE GRANT	10,000.00
TIERED DUES BENEFITS	10,910.75
TRANSDOMINION EXPRESS	25,450.36
WORK HEALTHY	2,515.59
MANUFACTURING SUMMIT	2,000.00
BRIEFCASE OPEN	5,030.00
LEADERSHIP LYNCHBURG	2,500.00
COMMUNICATIONS ACADEMY	13,588.00
MAP PROJECT	1,500.00
LYNCHBURG LIFE	14,644.06

SUB TOTAL 116,573.76

DEFERRED ECONOMIC DEVELOPMENT PRIVATE 12,000.00

TOTAL DEFERRED 345,869.93

OTHER CURRENT ASSETS

INVESTMENTS - CHAMBER SOLUTIONS	13,118.34
ACCOUNTS RECEIVABLE-OTHER	15,716.18
PREPAID EXPENSES	26,628.14
DUE FROM AFFILIATE	50,000.00
DUE FROM EMPLOYEE	0.00
PREPAID INSURANCE	6,194.43

TOTAL 111,657.09

OTHER CURRENT LIABILITIES

ACCRUED WAGES	12,250.80
ACCRUED PERSONAL LEAVE	13,865.04
SALES/USE TAX PAYABLE	7.95
PAYROLL TAXES PAYABLE	0.00
GROUP INSURANCE PAYABLE	0.00
UNITED WAY	15.00
SUSPENSE	17.00

TOTAL 26,155.79

BANK ACCOUNT BALANCES

FIRST NATIONAL BANK	533,506.11
WELLS FARGO	177,690.64

TOTAL 711,196.75

MISC INCOME

MISC INCOME	362.61
CVI COUNCIL	0.00
TRANSDOMINION EXPRESS	328.34
ADMINISTRATIVE SUPPORT	0.00
MVP MAILING	375.00
CHAMBER SOLUTIONS INCENTIVE	25.00
WEBSITE ADVERTISING	11,200.00
RECYCLE REWARDS	27.20
MAILING LABELS	450.00

TOTAL 12,768.15

Central Virginia Industries Council, LLC
Income Statement
For the Eight Months Ending August 31, 2017

Revenues		Expenses	
Membership Dues	1,020.33	Office Supplies	25.00
New Member Dues	0.00	Accounting & Legal	
Origination Fees	0.00	Commission	
Wage & Benefits Survey	0.00	Taxes & Licenses	
Lunch & Learn Event	0.00	Donations	2,000.00
Sponsorships	<u>0.00</u>	Meetings, Meals & Lodging	
		Wage & Benefits Survey	
Total Revenue	1,020.33	Staff Support	
		Bad Debts	
		Printing	
		Postage	<u></u>
		Total Expenses	2,025.00
		Net Income	<u>(1,004.67)</u>

Central Virginia Industries Council, LLC
Balance Sheet
August 31, 2017

ASSETS		LIABILITIES AND CAPITAL	
Current Assets		Current Liabilities	
Cash - First National Bank	25,415.58	Deferred Income - Dues	0.00
Accounts Receivable	<u>0.00</u>	Accounts Payable	<u>0.00</u>
Total Assets	<u>25,415.58</u>	Total Liabilities	0.00
		Capital	
		Fund Balance	26,420.25
		Net Income	<u>(1,004.67)</u>
		Total Capital	<u>25,415.58</u>
		Total Liabilities & Capital	<u>25,415.58</u>

Central Virginia Foundation for Economic Education & Improvement
Income Statement
For the Eight Months Ending August 31, 2017

Revenues

Capital Campaign	18,138.88
Young Entrepreneurs Academy	0.00
Miscellaneous	<u>0.00</u>

Total Revenue 18,138.88

Expenses

Other		
General Office	0.00	
Misc. Licensing & Tax	25.00	
Young Entrepreneurs Academy	0.00	
Directors & Officers Insurance	<u>0.00</u>	25.00

Building		
Real Estate Taxes	15,497.78	
Utilities	7,295.61	
Building - misc.	0.00	
Building Insurance	1,397.83	
Building Repairs & Maintenance	1,640.00	
A&E Services	0.00	
Capital Campaign	0.00	
Bank Fees	<u>0.00</u>	<u>25,831.22</u>

Total Expenses 25,856.22

Net Income (7,717.34)

Central Virginia Foundation for Economic Education & Improvement
Balance Sheet
August 31, 2017

ASSETS		LIABILITIES AND CAPITAL	
Current Assets		Current Liabilities	
Cash - checking	15,411.13	Deferred Income	5,594.50
Cash - building	11,346.77	Accounts Payable	66,394.05
Accounts Receivable	0.00	Due to Affiliate	<u>50,000.00</u>
Pledges Receivable	126,425.42		
Allowance for Uncollectible Pledges	(5,784.67)		
Prepaid Expenses	<u>1,826.02</u>		
Total Current Assets	149,224.67	Total Liabilities	121,988.55
Construction in Progress	318,257.29	Capital	
Property and Equipment	<u>1,130,464.59</u>	Fund Balance	1,480,383.34
Total Property and Equipment	<u>1,448,721.88</u>	Restricted -Air Service	3,292.00
		Net Income	<u>(7,717.34)</u>
Total Assets	<u><u>1,597,946.55</u></u>	Total Capital	<u>1,475,958.00</u>
		Total Liabilities & Capital	<u><u>1,597,946.55</u></u>

*Fund Balance


W. Alton Jones Grant 7,039.73

RECONCILIATION CERTIFICATION REPORT

For Period: July 2017

We certify that to the best of our knowledge all general ledger, asset, liability and equity accounts and all bank accounts have been reconciled and/or reviewed according to our internal requirements.



Name: Megan Lucas
Title: CEO

Name: Denise Rowland
Title: VP of Finance

MEMBERSHIP CAPSULE REPORT

August 31, 2017

8/1/2017 - 8/31/17

As of January 1, 2017:

Number of Members	587
Additional locations/subsidiaries	<u>191</u>
TOTAL	778

	<u>Current Month</u>	<u>Year-to- Date</u>	<u>Total New Members</u>	<u>GOAL</u> 100
New Members	5	32	36	
Additional locations/subsidiaries	1	4		
Re-instatement	0	4		
Additional locations/subsidiaries	0	0		<u>Variance</u> (64)
Cancelled Members	(1)	(51)		
Additional locations/subsidiaries	(1)	(4)		
Requested, may rejoin	(1)	(25)		
Closed, moved out of area, sold	(0)	(3)		
Delinquent, non-payment	(0)	(17)		
Budget Constraints	(0)	(6)		
Other	(1)	(4)		

August 31, 2017

Primary locations	571
Additional locations/subsidiaries	<u>192</u>
TOTAL	763

YTD net gain(loss) - # of members (15)

YTD net gain (loss) - membership dollars (4,190.00)

Monthly Financial Changes:

New Members	\$ 2,500.00
(4 @ \$400 Business Builder, 1 @ \$900 Alliance Partner)	
Reinstatement	0.00
Renewals	<u>15,073.00</u>
Balance	<u>\$ 17,573.00</u>

Cancellations	\$ (400.00)
Decreased Investment	<u>(1,060.00)</u>
Balance	<u>\$ (1,460.00)</u>

Total Change	<u>\$ 16,113.00</u>
---------------------	----------------------------

Membership Revenue:

	<u>August</u>	<u>YTD</u>
Budget	\$ 1,417.00	\$ 21,000.00
Actual	<u>\$ 1,042.00</u>	<u>\$ 13,352.75</u>
Total Variance	\$ (375.00)	\$(7,647.25)

MEMBERSHIP CAPSULE REPORT

August 31, 2017

New Members (5):

Alliance Engineering, Inc.
Heritage United Methodist Church
Karl Miller Team - Mark A. Dalton & Co Inc.

Market At Main
OpX Solutions LLC

New Additional Locations/Subsidiaries (1):

Essex Bank - Timberlake

New Associate Members (0):

Re-instates (0):

Re-instated Additional Locations/Subsidiaries (0):

Cancelled Members (1):

Nikki Bernius, REALTOR John Stewart Walker, Inc.
Dropped – Requested

Cancelled Additional Locations/Subsidiaries (1):

BB&T - Waterlick
Dropped - Location Closed

Renewals (16):

AMG, Inc.
Belk
City of Lynchburg
The Design Group
The Floor Show
Genworth Financial
GoMeasure3D
Hampton Inn & Suites

Hanwha Azdel
Holiday Inn Express
Ivy Hill Golf Club a Runk & Pratt Course
Lynchburg Symphony Orchestra
Robert (Bob) Day, Jr. - Individual
Rose Computers & Networks
Southside Electric Cooperative
UniFirst Corporation

Decreased Investment (2):

Hampton Inn
Holiday Inn Express

Aged Receivables (39):

Airgas USA LLC
Andy Chang China Grill
Arthur's Flower Cart
Bird's Eye Aerial Photography, Inc.
Blair Marketing
Blue Ridge Scientific Transport
Buffalo Wild Wings
Cavalier Tours
Central Technology Solutions
Central Virginia Soil Consulting, Inc.
Chris Johnson, Realtor - Long & Foster Real Estate

Creative Edge Design, Inc.
H & R Block
Hill City Inn
Hill City Pharmacy Inc
Home Recovery HomeAid, Inc.
Infinite Advertising LLC
Innovative Faith Resources
Kelly Services
Kroll Advisory Solutions
L&R Precision Tooling, Inc.
Moore's Electrical & Mechanical
Old Dominion Imaging Systems, Inc.

MEMBERSHIP CAPSULE REPORT

August 31, 2017

One Way Out Lynchburg Escape Rooms
Page Construction, Inc.
Paychex Inc.
Rise Against Hunger Inc.
Royal County Arts
RSG Landscaping and Lawn Care, Inc.
Southern Provisions Company
SunTrust Mortgage, Inc.
Trane, Inc.
Twenty23
Virginia Museum of Natural History
Wellington Builders
Westover Dairy
The White Hart Café
Woodforest National Bank
Woods Rogers Edmunds & Williams PLC

MEMO

To: Board of Directors Lynchburg Regional Business Alliance

Fr: Megan Lucas, CECD
Lynchburg Regional Business Alliance, CEO

Date: August 24, 2017

Re: Alliance Updates and Activity

ADVOCACY:

- **Hosting Secretary of Commerce & Trade Todd Haymore:** We hosted Secretary Haymore on July 25. He toured downtown, met with business owners, industry leaders, toured TEVA and Liberty University.
- **Pro-business advocacy** efforts pick up in the 3rd & 4th quarters with the following:
 - Finalization of Federal Legislative Agenda and will present to federal reps during D.C. lobby meetings in late September.
 - Spearheading broadband issue as it has become a major issue in our region.
 - Facilitating a roundtable with VEDP CEO Stephen Moret and legislators.
 - Hosting Senator Kaine for Workforce Development focused federal forum (Date TBD).
 - Hosting Congressmen Goodlatte & Garrett for federal forum to provide our members with the opportunity to interact with their long-time congressman and to hear an update from our first-term Congressman (Date TBD).
 - LRTAG will meet on September 7 to tackle Regional Connectivity efforts and how to most efficiently and effectively move forward given the changes to SMART SCALE.
 - Providing input to VA West regarding regional legislative priorities for the 2018 General Assembly session.
 - Establishing Alliance's State Legislative Priorities in advance of 2018 General Assembly Session.
 - Convening the Blue Ridge Economic Council (BREC) to establish multi-region, big-picture goals to be presented at Jefferson's Assembly.
 - Jefferson's Assembly will take place on October 17 at the Bedford Columns as regional chambers, elected officials and business leaders gather to network and benefit multi-regional coalitions.
 - Hear from state legislators before 2018 General Assembly Session during December Pancakes & Politics; present questions that are a priority to our membership.
 - Continuing to work with Amherst regarding the redevelopment plan of the Central VA Training Center based on the Phase 1 Environmental Study report.

Considering contest for universities to 1) analyze highest & best use and then 2) draw the design

ECONOMIC DEVELOPMENT:

- **CEDS:** The CEDs Steering Committee will meet August 30 and is comprised of those members who participated on the CEDs planning steering committee and the chairs for each of the "Initiative Councils" aka "IC's." The IC's are leading the efforts of the eleven initiatives established in the plan. Initiatives #2 (Regional BRE), #3 (Marketing Strategy), and #9 (Regional Site Evaluation) fall to the RED Team with Mike Davidson Chairing. Initiative Councils have begun meeting.
- **Go Virginia:** Not much to report, the workgroups are meeting. The Regional Council is working to replace two individuals that have removed themselves from the board, one of which is from our region, Rex Geveden, CEO of BWXT.
- **Town of Appomattox:** Town of Appomattox voted not to fund the Alliance at their investment of \$2,199. We were surprised by their decision since this year has been the most active year for showcasing the Town. Our role remains the same...increase jobs and capital investment in the entire region. For your information below is an abbreviated version of the response we provided to the Town and talking points for you if you are questioned about the Town and their decision.
 - We have two active projects for the Thomasville Building in Appomattox.
 - Project WIG is 700 jobs/\$13 million capital investment. We are a finalist and hosted the corporate visit in November spending \$1700 on the meeting. Both Mayor Harvey and Councilmen Connor participated.
 - Project RFP is 500 jobs/\$500 million capital investment that we began working on in July.
 - Site Visits. We've coordinated more than five site visits to the Town which equates to 29 people that were either site consultants, manufacturing writers, VEDP project managers and leadership. Total expenses about \$10,000.
 - Marketing: National, local digital \$9000 (their data is included).
 - Marketing Tradeshows: \$55,000 (their data is included).
 - We've had 4 Board of Directors meetings and they have not participated.
 - We've had 10 RED Team meetings and they have not participated in any of them.
- **Economic Development Campaign:** Goal \$3.3 million, to-date \$1,925,750, pending \$1,150,000 and meetings continue. The goals of the campaign are to generate 2500 primary jobs/\$111 million annual payroll after five years. This will be accomplished through an aggressive recruitment strategy, regional positioning in the national and global market and enhancing the regional business ecosystem all of which is done *in conjunction* with the local economic developers. However, none of this is possible without reaching this \$3.3M goal and this goal is only met by meeting with organizations in our region. Please encourage investment in the economic development campaign and open doors when possible.

MEMBERSHIP & PROGRAMMING:

- **VP of Membership Development.** Please welcome Heath Barret to the team. Heath will be the primary contact for membership recruitment & retention, our Ambassador Program, the Small Business Committee and sponsorship cultivation and sales.
- **Tiered Dues Implementation.** Heath has established a tiered dues implementation plan that includes meeting one-on-one with board members and members that are scheduled to renew January 2018. He will then repeat the process in January through June for each of the members scheduled to renew in July 2018. All current members remain at their current rate until a personal conversation has been conducted. Any new member joins using the tiered dues structure.
- **Leadership Lynchburg's Executive Forum** for seasoned managers & leaders will begin in September. The cohort for this high level, confidential brain trust is being selected on August 24.

MARKETING & BRANDING OUR REGION:

- **Prospect Theme:** Prospect Theme is looking for 160-250 acres of land, will employ approximately 75 full-time people and up to 700 seasonal with an estimated \$200,000,000 capital investment. The prospect returned for a second visit at the end of April. **Status:** on hold
- **Prospect WM:** 2 buildings: 50,000 – 75,000 square feet and 100,000 sq ft 65 employees, \$15-20 million CapX **Status: Active**
- **Project Auto Supplier:** 50,000 – 100,000 sq ft, 4-5 docks, \$15 million CapX, 75 jobs, 20 ft. min ceiling, AEP territory **Status: Active**
- **Project Eagle:** assembly & distribution, 10,000 – 20,000 sq ft, existing facility, 8 jobs, \$100,000 equipment **Status: Active**
- **TEVA:** We continue to dialogue with leaders at TEVA and with the state on ways to assist them. At this time we have a draft marketing strategy in place and will begin implementation once we receive the "go" from TEVA legal. All generated prospects have been sent directly to the Plant Manager.
- **Supply Chain Strategy:** We are working with Applied Marketing to identify suppliers fitting in our regional profile and services which will create a marketing and lead generation strategy to attract those specific suppliers to our region. The goal is to identify companies fitting within the supply chain of existing companies and industries in our region.
- **Trips & Visits to our Region:**
 - Consultant Connect. Attended two events one in NYC and the other in Chicago and 41 one-on-one meetings with Site Consultants. The event was productive and we are beginning to see more and more regional recognition which is leading to more valuable conversations. I distributed the NanoSeptic Self-cleaning mat to demonstrate that our region is "swift, innovative and entrepreneurial." They were a big hit!

FACILITIES & OPERATIONS:

- **New Headquarters:** Construction renovations continue. We anticipate moving into the facility mid to late September. We are continuing to work on a leasing agreement for groups that want to use our new conference center space. These inquiries are coming in more frequently and we are finalizing the rental agreement and developing rental procedures.

- **Grand Opening Gala:** Please mark your schedules for November 4, 6:30 – 11:00PM a semi-formal affair celebrating the new building.
- **Building Name:** What are we going to call the new building? We can't keep calling it the "former James River Conference Center," ideas are most encouraged.
- **Needs List:** We are working diligently to get into the building within the budget; however, there are items needed that were either un-budgeted or unknown. We have created a needs list in the event there are additional opportunities for support:
 - **Tables:** 55 – 72" round tables approx. cost \$ 250/table
 - **Technical upgrades:** putting our system on the cloud: approx. cost \$8000
 - **Board Room B:** furniture, display monitor and carpet
 - **Large Conference Room:** new carpet, stage, 2 podiums
 - **Monitors:** 5 – 55" smart monitors for the main hallway, 2-70" smart monitors for the two board rooms.
 - **Windows:** Window coverings for all windows
- **Jamie Glass** has been promoted to Deputy Director of Economic Development. Her Board and Executive management responsibilities have been transitioned to Kaye Lewis. Also Jamie was recognized by Lynchburg Business Magazine as one of the region's "Millennials on the Move."
- **Denise Jackson** has been promoted to Director of Events.

UPCOMING EVENT OPPORTUNITIES:

NOTE: THESE EVENTS PROVIDE QUALITY PROGRAMMING TO OUR MEMBERS AND FINANCIAL CONTRIBUTIONS TO THE ALLIANCE. YOUR SUPPORT AS BOARD MEMBERS IS ENCOURAGED. SPONSORSHIP OPPORTUNITIES ARE AVAILABLE.

- **Communications Academy, Sept. 20 and Oct. 27 8:00AM – NOON LOCATION: TBD**
Presented by Leadership Lynchburg, this is a series of four-hour professional communication sessions that are designed to empower leaders, managers and teams to communicate with greater presence and impact. *Three-part series.*
- **Briefcase Open, Sept. 27, 1 P.M. LOCATION LONDON DOWNS GOLF COURSE**
Register your foursome for an afternoon of fun and networking on the course at London Downs Golf Club at our **Briefcase Open**. The tournament supports regional talent-development initiatives that impact the Regional workforce such as: Partners in Education program--a partnership between Alliance and Lynchburg City Schools, youth leadership and STEM initiatives.
- **Salute to Manufacturing Breakfast, Oct. 3, 7:30AM – 9:00AM LOCATION ALLIANCE HQ**
Invited Speaker: Gov. George Allen, Chair of the National Association of Manufacturers, Manufacturing Board. Please consider inviting your EDA members. The full schedule of the visit is in draft form at this time.
- **Alliance Headquarters Grand Opening Gala, Nov. 4, 6:30-11 PM - Details to be determined.**
- **Import/Export Summit, Nov. 15, 7:30AM – 11:30 AM LOCATION ALLIANCE HQ Details to be determined.**

**Marketing/Sponsorship opportunities are available for all, contact Heath Barret*

LIBERTY UNIVERSITY

August 23, 2017

Dear Friends of Liberty University:

The Center for Law and Government is pleased to announce that it will host the first annual Constitution Week at Liberty University beginning **Monday, September 18, 2017** through **Friday, September 22, 2017**. The program will feature a weeklong exhibit at the Jerry Falwell Library that will include interactive learning stations and a replica of the National Archives cases that hold our treasured Constitution and Bill of Rights. Later in the week, we will host a series of moderated discussions with several distinguished guests about the Constitution and the Doctrine of Separation of Powers in the Montview Ballroom.

On **Wednesday, September 20 at 5:30 pm** the program will begin with a presentation by **Judge J. Harvie Wilkinson** of U.S. Fourth Circuit Court of Appeals to discuss his latest book "All Falling Faiths." At **7:00 pm**, **U.S. Representative Bob Goodlatte (VA-6)** and **Judge Steve Agee** of the U.S. Fourth Circuit Court of Appeals will discuss the powers and limitations of the Judicial Branch.

On **Thursday, September 21**, the program will continue with two panels: at **2:15 pm** with former **Press Secretary to President Bill Clinton Mike McCurry** and former **Special Assistant to President George W. Bush Tim Goeglein** and then at **3:45 pm** with former **Deputy Campaign Manager for Donald Trump David Bossie** to discuss the powers and limitations of the Executive Branch.

On **Thursday, September 21 at 7:00 pm**, the program will conclude with **U.S. Senator Tim Scott (SC)** and **U.S. Representative Trey Gowdy (SC-4)** to discuss the powers and limitations of the Legislative Branch. There will be a reception following this panel open to all of our guests celebrating the occasion of the 230th year since the adoption of our U.S. Constitution.

On the morning of **Friday, September 22**, **Senator Scott** and **Representative Gowdy** will visit with all Liberty University students at Convocation.

A full schedule of events is available at the Center for Law & Government website at www.liberty.edu/clg. All of the events are free, and the public and media are invited to attend.

Thank you for your interest, and we look forward to seeing you at Liberty for Constitution Week.



Sincerely,

Robert Hurt
Center for Law & Government at Liberty University