



VIRGINIA INITIATIVE FOR  
**GROWTH &  
OPPORTUNITY**  
IN EACH REGION  
REGIONAL COUNCIL 9

**REGIONAL COUNCIL 9  
EXECUTIVE COMMITTEE**

**MARCH 18, 2026**

**9:30 pm to 10:30 pm**

**IN-PERSON**

**240 W. Main Street, Charlottesville, VA 22902**

**(Codebase Coworking)**

<https://us06web.zoom.us/j/81287388153>

Call 434-979-5610 x. 106 with connectivity issues.

**AGENDA**

1. **Opening** - Rob Archer, Chair (5 minutes)
  - Call to Order
  - Roll Call
  - Public Comment
2. **ACTION ITEM(s)** – Consent Agenda – Rob Archer (5 minutes)
  - Approve Minutes – January 7, 2025
  - Memo: Approval for FY 25 Budget Revision and FY 27 Budget
3. **NOTICE ITEM(s)** – Bylaws – Rob Archer (10 minute)
  - Draft Memo to Council: Introduction of Administrative Corrections to Adopted Amended and Restated Bylaws
4. **Discussion** – Governance Practices – Rob Archer (10 minutes)
  - Executive Committee Members
  - Region 9 Advisory Member for GO Virginia Board Regional Council Committee
  - Chair Terms
5. **Discussion** – Feedback on Council Member Manual Draft - Rob Archer (5 minutes)
6. **Updates:** Rob Archer (10 minutes)
  - Project Pipeline (Shannon Holland, Director)
  - Chair
  - Nominating Committee
  - Task Forces
  - Other
7. **Other Business** – Rob Archer (3 minutes)
8. **Adjourn** – Rob Archer (2 minutes)



**REGIONAL COUNCIL 9  
EXECUTIVE COMMITTEE**

**JANUARY 7, 2025**

**1:30 pm to 2:30 pm**

**ALL-VIRTUAL**

<https://us06web.zoom.us/j/89266954721>

Call 434-979-5610 x. 106 with connectivity issues.

**MINUTES**

**Executive Committee Members Present:** Ethan Dunstan, Chair; Rob Archer, Vice Chair; Francoise Seillier-Moiseiwitsch, Treasurer; Roque Castro, Jean Runyon

**Guests present:** Pace Lochte

**Staff present:** Helen Cauthen, Shannon Holland, Christie Taylor

**1. Welcome**

Ethan Dunstan called the meeting to order at 1:31 PM and stated that the meeting was held all-virtual, due to the Governor's State of Emergency Declaration.

- Roll Call  
A roll call was performed. **A quorum was established, as noted above.**
- Public Comment  
No public comment was submitted prior to or at the meeting.

**2. Committee Business – Action Item**

Ethan Dunstan stated that both items of committee business were listed here with the intent of discussing and acting on with one vote unless he heard a motion to discuss each item separately. No motion was made.

- Approve Minutes
- Approve Financials

***Ray Knott made a motion to accept the April 3, 2024 Minutes and October 31, 2024, Financials as presented. Roque Castro seconded the motion. The motion carried.***

After the motion, Francoise Seillier-Moiseiwitsch reviewed the financial report for FY24 funds through October 31, 2024. The Council can expect a budget revision request at the January Council meeting to bring the FY24 budget in line with actual year-end budget. For example, Admin is at \$20,000 and was last budgeted at \$37,000; \$7,000 is budgeted for the audit but it could be closer to \$12,000. One computer replacement also means the equipment line needs to be adjusted. The audit is due to DHCD 3/31, and CVPED is in the process of finalizing that.

**3. Project Pipeline**

- Project in Development

Pace Lochte attended in order to share information on a potential project being discussed. Pace Lochte noted that there had been significant public and private sector investments in our region, especially relation to life science, data science, AI and autonomy, advance materials, cyber, and national security. She is part of a coalition interested in a data-driven approach to assessing how the region could realize the economic potential of these and other assets to drive the development of a regional advanced industry cluster and ecosystem.

This activity and collaboration could lead to a planning grant request to GO Virginia that might include:

- Quantitative assessment of industry-facing core competencies and of the region's growing

industry clusters.

- Identification of high growth opportunities.
- Situational assessment for regional development to inform strategic priorities.
- A Strategic Roadmap with recommended strategies and actions with a line of sight to future investments needed create additional opportunity.

St. Louis did a similar exercise when significant investments were made in geospatial intelligence, resulting in a GeoFutures roadmap with a line of sight to becoming a geospatial center of excellence.

They are still refining the scope and deliverables and plan to submit a Region 9 proposal in time to meet the March deadline. The scope is expected to include all of Region 9 in the assessment.

Helen Cauthen noted that the GeoFutures initiative has positively impacted a large regional area by delivering a cohesive message, identity, and unique differentiator. Implementing a similar approach for our region would present a significant opportunity. Jean Runyon added that there is a need to pull the groups together for a unified focus moving forward.

- **Grant Funding**

Shannon Holland informed the Committee that at the January 16 Council meeting there are three projects that could overdraw the \$1M allocation:

- Food & Bev Accelerator – \$100,870 (approved at Council, but is still waiting for DHCD approval)
- Sites – \$613,750
- Wine –\$ 353,120

Shannon Holland has been seeking guidance from DHCD on how to address this issue but hasn't heard back. One factor is that if one project is not awarded that would affect the total.

At a previous meeting using Capacity Building funding on a sites project was discussed. Considering the proposed Rivanna Futures project, this is no longer being pursued. Francoise Seillier-Moiseiwitsch asked what has been funded through those funds before. Shannon Holland clarified that two entrepreneurship planning reports were funded in addition to the Super Regional Strategies with the recent CEDS initiatives.

#### **4. Task Force Updates and Engagement**

- **Sites:** Shannon Holland provided the update on the primary action item which was addressing the draft for defining regionally significant site, reviewed Rivanna Futures proposal and made recommendations for strengthening.
- **Grow Existing Businesses:** Ray Knott provided an update on meeting outcomes which chiefly concerned reviewing the Wine Industry Implementation proposal and feedback to the project team.
- **Entrepreneurship:** Shannon Holland shared the Task Force addressed feedback to REI project team and provided a path forward for addressing a project that has not delivered reports to the councils expectations.
- **Talent Development:** Did not meet

Ethan Dunstan thanked those who attended the Task Force meetings. Holding those meetings is part of the effort we discussed at the Council Meeting for engaging Council Members. He has appointed members to lead those task forces until the nominating committee can nominate new

leaders (or re-nominate) leaders for the Task Forces in June at the Annual Meeting.

**5. Upcoming Year:**

- Growth Plan Update 2025: Staff will begin the work of updating the Growth Plan, per DHCD requirements.
- Nominating Committee: Ethan Dunstan asked members to start considering the nomination process and candidates they may want to refer for service on the Council.
- Meeting Cadences: Ethan Dunstan expressed the goal to have Task Forces integrate with proposals earlier in the process and meet more frequently.

**6. Other Business**

No other business was presented.

**7. Adjourn**

***Motion was made by Ray Knott to adjourn. Motion seconded by Rob Archer. Motion carried and meeting adjourned at 2:21 p.m.***



## MEMORANDUM

Date: March 18, 2026  
To: Executive Committee - GO Virginia Region 9 Council  
From: Shannon Holland, Director, GO Virginia Region 9  
Re: Approval for FY 25 Budget Revision and FY 27 Budget

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### **FY 2025 BUDGET REVISION REQUEST**

Staff is requesting approval for this revision because it would exceed the Region 9 Council guidelines for expense increases greater than \$15,000 per category.

To meet Salary expense projections for the next three to four months a \$20,000+ adjustment is required. Other adjustments are being made to address additional audit expenses and anticipation of a FY 25 Budget closeout around April. See Columns B through G in the worksheet attached.

### **FY 2027 PROJECTED BUDGET**

The Council must submit an FY 2027 Capacity Building Budget to the GO Virginia Board for approval. Staff recommends the budget in column J of the attached spreadsheet, with prior and closed budgets provided for comparison.

	A	B	C	D	E	F	G	H	I	J
1	Category	FY 25 Current Budget	FY 25 Expenses thru Jan 2026	FY 25 Funds Remaining	FY 25 Projected Expenses (Feb–Apr 2026)	FY 25 Estimated Closing Year Total Expense/ REV. Budget (10 mos.)	Difference	FY 24 Closed (12 months)	FY 26 Budget approved	FY 2027 Budget Projected
2	Administration (M&G)	37,000.00	22,953.88	14,046	6,536	29,490	(7,510)	29,274	32,000	31,000
3	Audit	6,500.00	8,500.00	(2,000)	750	9,250	2,750	8,850	9,000	9,500
4	Contract Services	9,500.00	4,778.54	4,721	1,394	6,172	(3,328)	8,661	7,000	6,500
5	Supplies	2,000.00	68.7	1,931	150	219	(1,781)	1,963	2,500	1,500
6	Legal	500	0	500	0	0	(500)	0	0	0
7	Planning/Assessment	0	0	0	0	0	0	0	2,500	100
8	Rent	12,000.00	6,004.76	5,995	2,214	8,219	(3,781)	8,829	12,000	9,000
9	Salaries	172,250.00	145,753.51	26,496	46,917	192,671	20,421	186,162	177,000	187,000
10	Travel	3,500.00	1,595.48	1,905	200	1,795	(1,705)	2,064	2,500	2,000
11	Marketing	3,000.00	760.00	2,240	200	960	(2,040)	2,345	3,000	2,000
12	Meetings	3,750.00	1024.17	2,726	200	1,224	(2,526)	1,852	2,500	1,400
13		250,000.00	191,439.04	58,561	58,561	250,000	(0)	250,000	250,000	250,000

**GO Virginia**  
**Capacity Building - Statement of Income and Expense (Summary)**  
**TOTAL FY2025 SPENDING: June 2025 - January 2026**

	Capacity Building			
	Jun '25 - Jan '26	Budget	% of Budget	Remaining
<b>Income</b>				
41520 · State Grants	191,439.04	250,000.00	76.58%	58,560.96
<b>Total Income</b>	191,439.04	250,000.00	76.58%	58,560.96
<b>Gross Profit</b>	191,439.04	250,000.00	76.58%	58,560.96
<b>Expense</b>				
01250 · General Administration	22,953.88	37,000.00	62.04%	14,046.12
54400 · Project Support expenses				
54426 · Audit	8,500.00	6,500.00	130.77%	-2,000.00
54430 · Contract Services	4,778.54	9,500.00	50.3%	4,721.46
54449 · Meetings and Facilitation	1,024.17	3,750.00	27.31%	2,725.83
54450 · Supplies	68.70	2,000.00	3.44%	1,931.30
54451 · Travel	1,595.48	3,500.00	45.59%	1,904.52
54452 · Rent/Lease	6,004.76	12,000.00	50.04%	5,995.24
54453 · Salaries	145,753.51	172,250.00	84.62%	26,496.49
54457 · Marketing/Advertising/Promotion	760.00	3,000.00	25.33%	2,240.00
54462 · Legal Expenses	0.00	500.00	0.0%	500.00
<b>Total 54400 · Project Support expenses</b>	168,485.16	213,000.00	79.1%	44,514.84
54500 · Planning expenses				
54501 · Contract Services	0.00	0.00	0.0%	0.00
54502 · Technical Assistance	0.00	0.00	0.0%	0.00
54503 · Growth and Diversification Plan Development	0.00	0.00	0.0%	0.00
54504 · Planning Grant	0.00	0.00	0.0%	0.00
<b>Total 54400 · Planning expenses</b>	0.00	0.00	0.0%	0.00
<b>Total Expense</b>	191,439.04	250,000.00	76.58%	58,560.96
<b>Net Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>

DRAFT

## MEMORANDUM

Date: March 18, 2026

To: Executive Committee - GO Virginia Region 9 Council

From: Shannon Holland, Director, GO Virginia Region 9

Re: Introduction of Administrative Corrections to Adopted Amended and Restated Bylaws (No Other Changes Proposed)

This memo is provided for discussion  
at the Executive Committee Meeting

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*This memo presents two administrative corrections to the Region 9 Council's Amended and Restated Bylaws adopted on January 24, 2024 and posted [here](#).*

### **Type of Correction (Administrative/Scrivener's)**

The edits are limited to (1) making term-length references consistent with other bylaw language and Council practice, and (2) fixing a terminology error where "Commission" should read "Council." These changes do not affect Council structure, authority, voting rights, membership, officer roles, or committee powers.

### **Procedural Notice and Timing**

As per Article IX of the Bylaws, these administrative corrections will be presented at the April 13, 2026 Council Meeting for notice and are expected to be approved at the June meeting. No other bylaw changes are proposed.

### **Summary of Administrative Corrections**

Exhibit A shows the two corrections in "before" and "after" format, highlighting only the language changes.

No action is needed today. At the next June meeting, staff will ask for approval of these administrative corrections. The Bylaws would then be updated by attaching Exhibit A and the Appendix with action recorded in the M



## EXHIBIT A

### Administrative Corrections to Amended and Restated Bylaws

as Adopted January 26, 2024

*The following administrative corrections were approved by Region 9 Council Action on [date]. Original adoption date is unchanged.*

#### 1) Article III, Section 5 — PUBLIC SECTOR SEATS – 11

Subsection: Localities/Elected Officials (4)

BEFORE:

“The Rappahannock-Rapidan Regional Commission (RRRC) and the Thomas Jefferson Planning District Commission (TJPDC) shall each appoint one elected official and one chief administrative officer from the local governments (Town, City, or County) of its region to serve on the Council, each to serve for terms of **two (2)** years.”

AFTER:

“The Rappahannock-Rapidan Regional Commission (RRRC) and the Thomas Jefferson Planning District Commission (TJPDC) shall each appoint one elected official and one chief administrative officer from the local governments (Town, City, or County) of its region to serve on the Council, each to serve for terms of **three (3)** years.”

#### 2) Article V, Section 2(a) — Specifically covered procedures include:

BEFORE:

“Except where indicated otherwise in these bylaws, all actions of the **Commission** shall be approved by a majority vote of the members present and voting.”

AFTER:

“Except where indicated otherwise in these bylaws, all actions of the **Council** shall be approved by a majority vote of the members present and voting”



## Project Pipeline

January 1, 2026

Project				Region 9 Deadlines*				
Project – Working Title	Grant Type	Strategy	Projected Funding Source	2026				
				3/18	5/13	7/15	9/23	12/10
Food & Beverage Business Accelerator	Implementation	GEB	Single Region Statewide Competitive	Proposal Recv'd				
Bio Bridge (TPI)	Implementation	TD	Single Region Statewide Competitive		x	x		
Innovation Corridor Road Map	Implementation	GEB	FY2027 Per Capita		x	x		
Mobile AI Unit (resubmission from Board deferral)	Implementation	TD	Statewide Competitive (led by Region 6)	Pending Board Approval				

\*Application target dates are staff projections and may not reflect applicant commitments.