



MINUTES

ANNUAL MEETING OF WEST VIRGINIA JOBS INVESTMENT TRUST

August 15, 2024

A meeting of the West Virginia Jobs Investment Trust was held at 11:57 a.m. on August 15, 2024, at the WV Economic Development Authority Conference Room, Northgate Business Park, 180 Association Drive, Charleston, WV. Those participating were:

WVEDA BOARD MEMBERS:

Larry Pack-Chairman
Douglas Ritchie
Matthew Irby
Vicki Dunn-Marshall
Brent Wilmoth
Joe Canterbury
Roberta Olejasz
Senator Eric Nelson
Robert Hartley

WVJIT STAFF:

C. Andrew Zulauf, Executive Director
Ben Adkins, Investment Analyst
Nathan Polk, Investment Manager

OTHERS:

Kris Warner, WVEDA Executive Director
Steve Webb, WVEDA Associate Director
Samantha Batten, WVEDA Administrative Assistant
Taylor Cole, WVEDA Accountant
Bill Herlihy; Spilman Thomas & Battle, representing WVJIT.

MEMBERS OF THE PUBLIC:

Courtney Lewis, Member of the public

Chairman Pack confirmed a quorum and called the meeting to order. The agenda for the meeting and action taken consisted of the following:

I. MINUTES.

A motion was made by Mr. Irby to approve the minutes of the July 25, 2024, meeting of the WVJIT. The motion was seconded by Ms. Dunn-Marshall and unanimously carried.

II. TREASURER'S REPORT.

A motion was made by Ms. Olejasz to approve the WVJIT treasurer's report for July 30, 2024. The motion was seconded by Mr. Hartley and unanimously carried.

III. EXECUTIVE SESSION.

Mr. Irby made a motion to move the Board into executive session to consider certain matters involving confidential, commercial, financial and/or personal information relating to investments or prospective investments of the West Virginia Jobs Investment Trust, pursuant to West Virginia Codes §12-7-11 and §6-9A-4." The motion was seconded by Mr. Hartley and unanimously carried.

IV. RETURN TO GENERAL SESSION.

A motion was made by Mr. Irby to return to general session. The motion was seconded by Mr. Hartley and unanimously carried.

A. Approval of WVJIT 2023/2024 Annual Report

Executive Director Andrew Zulauf gave an overview of the report and answered questions from the Board. A motion was made by Mr. Hartley to approve the Annual Report. The motion was seconded by Mr. Irby and unanimously carried.

V. OTHER BUSINESS.

A. WV Capital Access Program Update

Mr. Polk updated the Board on the progress of the SSBCI WVCAP Program. He informed the Board that the WVCAP update that is in their board packages has been updated through the end of July 2024. Mr. Polk informed the board that as of July 31, 2024, 89 transactions have been approved, representing 455 created jobs, and 1296 retained jobs across 26 counties in West Virginia.

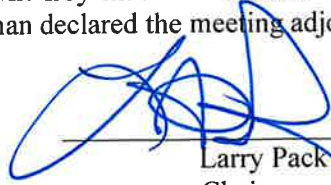
B. Approval of WVJIT Hiring Recommendation

Executive Director Andrew Zulauf gave an overview of the Hiring Recommendation and answered questions from the Board. A motion was made by Mr. Hartley to approve the

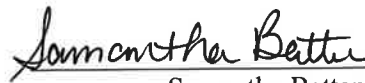
hiring of Courtney Lewis as the administrative assistant for WVJIT. The motion was seconded by Mr. Irby and unanimously carried.

VI. ADJOURN.

There being no further business, Mr. Irby made the motion to adjourn. Ms. Olejasz seconded the motion and without objection, the Chairman declared the meeting adjourned.



Larry Pack
Chairman



Samantha Batten
WVEDA Administrative Assistant