

**The Boars Head Inn
Charlottesville, VA**

**Friday, June 14, 2024
11:00 AM – 2:30 PM**

Members Present

Hon. Joseph Benevento (Joe)
Mr. Matthew Clarke
Dr. Tracy Fitzsimmons (virtual)
Mr. Rick Gagliano
Mr. John Gaskins
Mr. Jeffrey Jaycox (virtual)
Dr. Quentin Johnson
Mr. Gabriel LaMois (Gab)
Mr. Alexander Marcus (Alex)
Mr. Abdelkarim Moharram
Ms. Lisa Papini
Mr. Wesley Reid (Wes)
Ms. Cathy Roberts
Dr. Eileen Van Aken

Members Absent

Dr. Makola Abdullah
Mr. Marc Foglia
Hon. Aimee Guidera
Hon. G. Bryan Slater
Ms. Karen Sorber
Dr. Wayne Stilwell
Mr. Kaushik Vashee
Dr. Jerry Wallace
Dr. Kristen Westover

Representative Present

Ms. Flora Hezel

Representative Absent

Mr. Andrew Nobleman (NIST)

Others Present: Mr. Tony Cerilli, Mr. Josh Dawson, Ms. Cindy DeOms, Mr. Bill Donohue, Ms. Valerie Frazier, and Mr. Teddy Martin.

~Call to Order~

Mr. LaMois welcomed everyone and thanked them for attending. Next Mr. LaMois asked Ms. Frazier to call the roll to establish a quorum. Ms. Frazier verified that there was a quorum, and Mr. LaMois called the meeting to order at 11:04 A.M.

~Approval of Minutes

Mr. LaMois asked the board members to review the minutes from the December 2023 meeting. Mr. LaMois next asked for any additions, corrections, changes, or discussion to the minutes. A correction was made to page two of the minutes. The date was corrected to September 20. Mr. LaMois then called for a motion to accept the minutes. A motion was made to accept the minutes, and they were properly seconded, and the minutes were approved.

~Organization Update~

Mr. Donohue informed the board that GENEDGE is looking to relocate the Headquarters office. Then he asked Mr. Martin to come up and present the proposed new location to the board.

Mr. Martin began by informing the board that he and Mr. Donohue have been in contact with the New College Institute (NCI), and they are having ongoing meetings with NCI Executive Director Joe Sumner, NCI staff, and GENEDGE staff.

Next, Mr. Martin stated that NCI has agreed to create a GENEDGE wing by building/sectioning existing office and classroom space into several offices near the manufacturing lab that is on the 1st floor. They are also including use of all conference rooms, board rooms, hi bay equipment, and the lecture hall.

Mr. Martin concluded that the state DGS is drafting a lease agreement to reflect the above and is meeting the requirements for all parties. GENEDGE is expecting to have the agreement soon and for the completion of the build-out to be fulfilled by fall.

Mr. Donohue began presenting again and stated that GENEDGE will be fully resourced by FY2025 on July 1, 2024. He next thanked Scott Schein for his excellent efforts in the position of Chief Operating Officer (COO). However, Scott has chosen to move to a part-time position effective June 1, 2024, to focus on NASA, VEDP, Supply Chain Optimization, and his family.

Next, Mr. Donohue informed the board that GENEDGE Management recommends that Mr. Marcus, HR and Compensation Committee chairperson, leads a board committee to explore new organization design, given the dynamic growth, additional federal investors (DOE), and new MEP terms and conditions which complicated matters. Completing an organizational assessment as to the best manner to organize the business, given new investor environmental constraints (terms and conditions) and succession management requirements is the key risk.

Mr. Donohue concluded by reviewing the GENEDGE Organization Chart with the board informing the board of the new hires and position changes.

~Financial Update ~

Mr. Dawson began by reviewing Operating Metrics YTD FY24 (10 months). He stated that Gross bookings were \$5,285,628. Gross billings totaled \$2,396,046. Net billings were \$1,481,585. The backlog was \$4,800,529 and net cash position was \$879,455.

Mr. Dawson next reviewed the billings by program YTD FY24, bookings by program YTD FY24, and the Proposal Pipeline YTD FY24 (10 months). He stated that the number of proposals was 113, the number of contracts booked was 86, and the number of new manufacturers booked was 13. Next, he reviewed the results of Operations cash basis for FY 2024 (10 months).

~FY25 Operations Plan Highlights~

Mr. Donohue began by covering the highlights from the plan which are the FY24 results from Lead the Way, the MEP Cooperative Agreement Recompete, Driving Technology Awareness and Insertion, Addressing Identity Confusion with Administration and General Assembly, and Examples of Similar Political Subdivisions.

In conclusion, Mr. Dawson, Mr. Donohue, and Mr. Cerilli reviewed the execution plan to carry out the FY25 Operations plan regarding Finance, Client Services, Small Business, and Programs.

Mr. LaMois made a motion to approve the Operating Plan. The motion was seconded by Dr. Johnson and the FY25 Operations Plan was approved and adopted.

~Other Items, Public Comment and Adjournment~

Mr. LaMois called for other items and public comment. There being none, Mr. LaMois and Mr. Donohue thanked everyone for attending. Mr. LaMois made a motion to adjourn the meeting. The motion was properly seconded, and the meeting was adjourned.