**MINUTES OF A REGULAR MEETING**

ECONOMIC DEVELOPMENT AUTHORITY

OF THE CITY OF ROANOKE, VIRGINIA

October 17, 2018

Directors present: Directors absent:

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| Duke Baldridge |  |
| Vickie Bibee |  |
| Matthew Fink |  |
| Linda Davis Frith |  |
| Braxton G. Naff |  |
| Bill Poe |  |
| A. Damon Williams |  |

Also present at the meeting were: Robert Ledger, Acting City of Roanoke Economic Development Director; Sean Adkins, Economic Development Specialist; and Harwell M. Darby, Jr., Counsel to the Authority.

Mr. Williams called the meeting to order at 4:10 p.m. and declared that a quorum was present.

On motion by Ms. Frith and seconded by Mr. Fink, the Authority unanimously approved the minutes of the September 19, 2018 meeting.

The Board was given a copy of the Façade Grant Program Summary, a copy of which is attached to and filed with these minutes as Attachment 1.

Mr. Naff presented the financial report and on motion by Mr. Fink and seconded by Mr. Baldridge, the Authority unanimously received the financial report dated as of October 17, 2018, a copy of which is attached to and filed with these minutes as Attachment 2 (2 pages).

Mr. Ledger presented an update on Roanoke Center for Industry and Technology sign.

The Board discussed the City Manager’s Breakfast to be held Wednesday, October 31, 2018.

There being no further business, Mr. Williams adjourned the meeting at 4:40 p.m.

Attachments (2):

1. Façade Grant Program Summary
2. Financial Report dated as of October 17, 2018 (2 pages)