

3040 Williams Drive, Suite 200
Fairfax, Virginia 22031
www.novaregion.org



Voice: 703-642-0700
Fax: 703-642-5077

Northern Virginia Regional Commission

MEETING OF THE EXECUTIVE COMMITTEE

Thursday, April 26, 2018

6:30 p.m.

AGENDA

1. Call to Order -Laurie A. DiRocco, Chairman
2. Selection of Auditor
3. Budget Update
4. Go Virginia Contract
5. Wage Study Update
6. Nominating Committee
7. Approval of March 22, 2018 Minutes

**SUMMARY OF REVENUE AND EXPENSES
MARCH 31, 2018**

	<u>CURRENT MONTH</u>	<u>FISCAL YEAR 2018 Cumulative Total 8 months</u>	<u>Adopted FISCAL YEAR 2018 FINANCIAL PLAN</u>	Actual is:
REVENUE EARNED				lower/(higher) than plan
Local (50¢) and State Contributions	\$114,168	1,027,512	1,365,400	337,888
Local (10¢) Designated Contributions	\$29,989	211,537	242,691	31,154
Local Agreements	202,888	466,069	960,324	494,255
State Grants and Contracts	6,293	7,524	-	(7,524)
Direct Federal Grants and Contracts	258	68,064	186,047	117,983
Indirect Federal Grants and Contracts	652,025	4,428,280	8,127,086	3,698,806
Shared Facilities Revenue	12,431	112,267	142,850	30,583
Other	8,386	89,287	68,600	(20,687)
Interest	293	3,559	3,000	(559)
Miscellaneous	-	-	-	-
Total Revenue	\$ 1,026,731	6,414,098	11,095,998	4,681,900
EXPENSES				lower/(higher) than plan
Personnel	\$ 137,824	1,181,069	\$ 1,772,486	591,417
Consultants / Contracts	765,349	4,296,883	8,065,680	3,768,797
Housekeeping Expenses	45,972	427,979	607,725	179,746
Operating Expenses	16,219	42,131	73,413	31,282
Duplicating Expenses	1,254	12,067	39,367	27,300
Travel and Conference Expenses	2,153	29,756	51,047	21,291
Recruit and Development Expenses	304	1,854	16,922	15,068
Other	273	2,533	5,000	2,467
Total Expenses	\$ 969,348	5,994,272	\$ 10,631,640	4,637,368
INCOME OVER (UNDER) EXPENSES	\$ 57,383	419,826	\$ 464,358	\$ 44,532

Northern Virginia Regional Commission

Minutes of the Executive Committee of the Northern Virginia Regional Commission
March 22, 2018

Committee Members

(Those members present have their names highlighted)

Honorable Laurie DiRocco, Chairman – Town of Vienna
Honorable David Tarter, Vice Chairman – City of Falls Church
Honorable John Cook, Treasurer – County of Fairfax
Honorable Sharon Bulova – County of Fairfax
Honorable Penelope R. Gross – County of Fairfax
Honorable Martin Nohe – Prince William County

Staff Present

Robert W. Lazaro, Jr., Executive Director
Linda Tenney, Deputy Executive Director
Gina Kesselmann-Smith, Executive Assistant

CALL TO ORDER

Chairman DiRocco opened the meeting at 6:37 PM

EXECUTIVE DIRECTOR REVIEW (CLOSED SESSION)

Upon a motion made in accordance with Virginia Code No. 2.1, Section 344 and duly seconded, the Commissioners decided unanimously to enter into executive session for the purpose of the executive director review.

Commissioner Cook made a motion to reconvene in public session and certify that only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed session by the Commission. This motion was seconded by Commissioner Gross and carried unanimously.

BUDGET UPDATE

Mr. Lazaro briefed the Committee on the budget as of the end of February 2018 and reported that NVRC is on the right track.

OTHER BUSINESS

None

APPROVAL OF THE FEBRUARY 22, 2018 MINUTES

Commissioner Bulova moved approval of the February 22, 2018 committee meeting minutes. The motion was seconded by Commissioner Gross and carried unanimously.

Northern Virginia Regional Commission

The meeting adjourned at 7:20 PM.

Respectfully submitted:

Robert W. Lazaro, Jr.
Executive Director

Approved by:

Laurie R. DiRocco
Chairman