

World Trade Center Delaware
Minutes of Meeting of the Board of Directors
September 21, 2022 - 2:00 p.m.
In person (Fulton Bank Conference Room, 1013 Centre Rd)

A regular meeting of the Board of Directors was held on September 21, 2022, at Fulton Bank's Conference Room, 1013 Centre Rd, Wilmington, DE 19805. The meeting was called to order at 2:25 p.m. by the Chair of WTC Delaware, Charlie Tomlinson.

The following members of the Board, who constituted a quorum, were present:
Stephanie Chapman, Janet Dougherty, Carmen Facciolo, Charlie Tomlinson.

Proxies:

Joe Cruise, Howard Henderson, David Máthé, Andrew Silverman.

Absent:

Michael Griffin, Lisa Himber, George Kearns, Anabel Panayotti, Sen. Nicole Poore, Rep. Michael Ramone.

Staff:

Carla Stone (on phone)

Welcome

Chair Tomlinson opened the meeting at 2:25 p.m. by thanking everyone for attending.

Meeting Minutes

The Minutes for the Board meeting of July 12, 2022 were presented by Chair Tomlinson for review and approval. Upon a motion duly made and seconded, the meeting minutes of the July 12, 2022 Board meeting were approved.

Treasurer's Report

President Stone and Treasurer Chapman provided an overview regarding the status of WTC Delaware's finances and expenditures.

- Motion made by Carmen; Janet 2nd – carried to approve report.
- Motion made by Carmen; Janet 2nd carried to convert federal year to match internal records of June 30 pending results of discussion with accountant.

Chair's Report

Chair Tomlinson announced that there are 2 openings on our Board right now and he is talking to potential candidates with President Stone to fill those positions.

President's Report

- Starting October 1st, US Commercial Service will use WTC Delaware offices for meetings with Delaware companies to coordinate WTC Delaware and USCS export assistance and to make it more convenient for companies and reduce their costs (travel and parking). Chair Tomlinson recommended a news release to this effect.
- Follow up to Select USA and US-Africa Business Summit, trip to Morocco, US-Ghana Chamber of Commerce Expo continuing.
- Upcoming events to be posted.

GALA:

- Janet Dougherty delivered update on Gala Committee meetings and developed a budget. Treasurer Stephanie Chapman summarized the gala budget.
- Board requested to assist with marketing and sponsorships.

Committee Reports

- Intern – one identified, wants to attend gala, working on visa.
- Administration – yearly forms requested to be signed and returned: Chair Tomlinson requested a communication to be sent to the Board from him and President Stone that would address forms signatures, the Gala, and the annual \$2,500 commitment.

2022 Meeting & Events Schedule

- November 3- World Trade Center Delaware Gala, Hotel Du Pont / Gold Ballroom, in person
- November 16 – Board Meeting (*rescheduled for October 20, 2022*)
- December 13 – EXIM Annual Meeting, Washington
- December 13-15 – African Leaders Summit, Washington
- TBA – Bioscience and pharmaceutical industry in Finland, Sweden, and Netherlands at Kalmar Nyckel
- TBA- Board Tour of New Castle County Airport

Next Meeting Date

The next meeting of the Board of Directors will be held in-person on October 20, 2022 from 3:00 to 4:00 p.m. Location to be announced.

Adjournment

Closing remarks and thanks were presented both by Chair Tomlinson and President Stone. There being no further business before the Board, the meeting was adjourned at 3:23 p.m. ET.