

World Trade Center Delaware
Minutes of Meeting of the Board of Directors
January 18, 2023 - 3:00 p.m.
In person only - WTC Delaware Conference Room
(42 Reads Way, Suite B, New Castle, DE 19720)

A regular meeting of the Board of Directors was held on January 18, 2023, at WTC Delaware's conference room, 42 Reads Way, Suite B, New Castle, DE 19720. The meeting was called to order at 3:10 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, Howard Henderson, George Kearns, Lisa Hember, Charlie Tomlinson.

Proxies:

Joe Cruise, Carmen Facciolo, Andrew Silverman.

Absent:

David Máthé, Anabel Panayotti, Sen. Nicole Poore, Rep. Michael Ramone.

Staff:

Carla Stone, Nesrin Cakiroglu, Hanwool Jang (intern).

Welcome

Chair Tomlinson opened the meeting at 3:10 p.m. by thanking everyone for attending.

Meeting Minutes

The Minutes for the Board meeting of October 20, 2022 were presented by Chair Tomlinson for review and approval. Upon a motion duly made and seconded, the meeting minutes of the October 20, 2023 Board meeting were approved.

Treasurer's Report

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

Chair's Report

Board of Directors has instituted a new policy giving vendor preference to WTC Delaware member companies.

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. Suggestions from the Board are welcome.

President's Report

President Stone has shared her goals for the New Year with the Board.

Operations Report

Director Cakiroglu provided updates on the WTC Delaware's operations and most recent workstreams.

Our Current Open Positions:

- **PRIORITY:** Paid Internship – 20 hours per week / \$15.00 per hour (preferably a graphic designer / minimum of a 6-month commitment.)
- Administrator – 20 hours per week / \$20.90 per hour.

JFC HEARING: The Joint Finance Committee will convene in February to conduct public hearings on state agency operating budget requests for Fiscal Year 2024. The Department of State, through which WTC Delaware receives pass-through funds from the Legislature, is scheduled for February 14, 2023 at 12:30 p.m. President Stone will make a presentation to the Joint Finance Committee at this hearing. WTC Delaware Board Members and member companies and partners are encouraged to attend and send support letters.

Board Contributions: WTC Delaware Board Members are required to contribute financially at least \$2,500 per year in addition to company membership to the operating budget of WTC Delaware through (includes but is not limited to): direct contributions to WTC Delaware; assistance with applying for and winning grants; fees paid to WTC Delaware for services rendered by WTC Delaware; membership referrals; sponsorships; affinity relationships; and event attendance by company employees. (Members of the State General Assembly and employees of the State of Delaware are exempt from this requirement).

Executive Session

Executive Session to Discuss Board Confidential personnel matters. Confidential discussion, no minutes released.

Next Meeting Date

The next meeting of the Board of Directors will be held in-person on **March 8, 2023 from 3:00 to 5:00 p.m.** Location to be announced.

Adjournment

Closing remarks and thanks were presented by Chair Tomlinson. There being no further business before the Board, the meeting was adjourned at 4:35 p.m. ET.

Calendar (WTC Delaware Events)

- **7 February** Going Global – Focus on Oman & the GCC, Webinar
- **9 February** Expanding Trade Between Delaware and South America, Port of Wilmington
- **14 February** Joint Finance Committee Presentation, Legislative Hall, Dover;
- **16 February** 5th Annual Chocolate and Beer Tasting, Midnight Oil Brewing
- **8 March** WTC Delaware Board Meeting
- **13-15 March** Trade Winds 2023 ASEAN, Bangkok, Thailand
- **18 April** EXIM Annual Program, University and Whist Club
- **23-28 April** World Trade Centers Association General Assembly and Trade Exhibition, Accra, Ghana
- **3 May** Kickoff to US-Africa Business Forum, University & Whist Club
- **17 May** WTC Delaware Board Meeting
- **18 May** Expanding the World of Exporters, University & Whist Club
- **June TBA** US-Africa Business Summit, Botswana
- **12 July** WTC Delaware Board Meeting
- **20 Sept** WTC Delaware Board Meeting
- **2 Nov** Gala TBA
- **15 Nov** WTC Delaware Board Meeting