



**Agenda**  
**Board of Directors Annual Meeting**  
**September 22, 2022, 7:30 a.m.**

**VIA ZOOM**

Join Zoom Meeting

[https://us02web.zoom.us/j/84869487828?pwd= 1JRXksTfBbPhjxAZZQhmJOP8Wz2xw.1](https://us02web.zoom.us/j/84869487828?pwd=1JRXksTfBbPhjxAZZQhmJOP8Wz2xw.1)

Meeting ID: 848 6948 7828

Passcode: 103316

One tap mobile

+13017158592,,84869487828#,,,,\*103316# US (Washington DC)

**AGENDA**

**Meeting Called by:** Susan Prince

1. Call to Order, Welcome and Remarks ..... Susan Prince
  - a. Upcoming meeting dates: October 27, November 17 (a week early)
2. Operational Items
  - a. **Action: Approval of Minutes (July)** ..... Susan Prince
  - b. Treasurer's Report ..... Todd Pearson/Rhonda Devan
    - i. Review of Financials through July
    - ii. SnyderCohen audit under way, presentation in October
    - iii. Submission of revised numbers for CARES Act close out
    - iv. Application for FY23 Core submitted/FY Core for Bowie State approved
    - v. Close out for FY22 Core due end of October
    - vi. FY2019 SB Audit - pending
  - c. Nominating Committee ..... Morgan Sullivan
    - i. **Action: Motion to support bringing Cliff Viers and LaVonne Torrence Berner on the Board**
3. CEO Report..... Cindy Rivarde
  - a. Economic Development ..... Richelle Wilson/Amanda Bosland
    - i. Welcome Packet
    - ii. Small Business Impact Fund report by Vault
  - b. MWBC ..... Morgan Wortham/Cindy Rivarde
    - i. New Staff Structure – staff promotions
    - ii. Status of recruitment for Managing Director position
    - iii. Morgan Wortham moving to part time to assist with transition and final reporting for FY22

- 4. Presentations
  - Annual Report and Business Survey Results.... Cindy Rivarde/Richelle Wilson
  
- 5. Strategic Items
  - a. Incentive Committee..... Dan Mallon
  - b. Marketing Committee ..... Bei Ma
  - c. MWBC Advisory Board..... Nancy Regelin
  
- 6. Brief Partner Updates:
  - a. Rockville Chamber of Commerce..... Marji Graf
  - b. City of Rockville..... Mayor Newton, Rob DiSpirito
  - c. Montgomery County EDC ..... Bill Tompkins
  - d. Maryland Department of Commerce ..... Carla Merritt

**Upcoming Important Dates:**

- State of the City/Chamber 65<sup>th</sup> Birthday** ..... Thursday, September 22, 11:30 am  
Glenview Mansion
  
- Marketing Committee** ..... TBD
  
- Executive Committee Meeting** ..... Tuesday, October 11, 4:30 pm
  
- Finance Committee Meeting** ..... Tuesday, October 11, 5:30 pm
  
- Bowie Meeting with Maryland Secretary of Small, Women and Minority Business Mr. Jimmy Rhee to tour Prince George’s County** ..... Thursday, October 13, 2:30 pm (BIC)
  
- Board Meeting**..... Thursday, October 27, 7:30 am
  
- Incentive Review Committee** ..... TBD
  
- MWBC Advisory Board** ..... TBD
  
- Chamber Rockstar Awards**..... Thursday, November 3, 6-11 pm  
Manor Country Club