The Virginia Commercial Space Flight Authority (VCSFA) Board of Directors held a regular meeting on February 24, 2023, at the World Trade Center, 101 West Main Street, Norfolk, VA 23510.

Directors Present:
- **In person:**
  - Jeff Bingham, Chair
  - Morris Foster
  - Hon. W. Sheppard Miller III
  - Kathryn Thornton

- **Participating Electronically:**
  - Greg Campbell: participating from his office in Richmond VA due to his principal residence being more than 60 miles away
  - Robert Kehler: participating from his home due to a medical condition of a member of his family requiring him to provide care that prevents his physical attendance
  - Linda Thomas-Glover (present for a portion of the meeting): participating from her office in Georgia due to her principal residence being more than 60 miles away

Directors Absent:
- James (Jim) McArthur, Jr., Vice Chair
- Edward Bolton

**VCSFA Staff Present:**
- Ted Mercer, CEO/Executive Director
- Sean Mulligan, COO/Deputy Executive Director
- Anna Allen, Chief of Staff
- Julie Whitlock, General Counsel
- David Bruce, CFO
- Lindsay Hurt, Chief of External Relations
- Ray Adkins, CIO
- Sidnee McGee, Director of Educational Talent
- Jack Czerwinski (consultant), Chief of Legislative Affairs (electronically)
- Kimberly West, Executive Assistant to the CEO
- Gil Klinger, (consultant) Chief Government Affairs and Business Development (electronically)

**I. WELCOME/CALL TO ORDER**
Chair Bingham called the meeting to order at 9:06 a.m. and announced a quorum was present. Chair Bingham noted certain board members had requested permission to participate electronically in accordance with the Board’s policy. No objection was heard.

**II. ITEMS OF BUSINESS**

a. **Approval of Minutes**
ACTION: Upon motion by Director Kathryn Thornton and seconded by Director Shep Miller, the Board unanimously approved the minutes from its October 18, 2022 board meeting.

ACTION: Upon motion by Director Shep Miller and seconded by Director Kathryn Thornton, the Board unanimously approved the minutes from its November 28, 2022 special board meeting.

b. NASA Presentation
Dave Pierce, Director of NASA Wallops Flight Facility, Dave Mitchell, NASA Goddard Center Director (acting) and Ray Rubliotta, NASA Goddard Associate Center Director, updated the Board on the Wallops Island improvements including bridge, road, shoreline improvements; 2023 year in preview; mission support; and NAFTU status.

c. Policy Updates
Roosevelt Mercer, Jr., Chief Executive Officer and Executive Director, gave a presentation on newly updated and adopted policies; technical and engineering, safety and environmental.

d. Economic Impact Study
Mr. Mercer explained the process for the economic impact study to be conducted by Old Dominion University regarding the Wallops Aerospace Cluster, including the impact of VCSFA.

e. Spaceport Operations
Sean Mulligan, Chief Operating Officer and Deputy Executive Director, gave a presentation on recent Spaceport operations. He noted upcoming launch missions and other activities.

f. Educational Talent Update
Sidnee McGee, Director of Educational Talent, provided an overview on activities to promote STEM education in Commonwealth.

g. External Relations Update
Lindsay Hurt, Chief of External Relations, updated the Board on the Authority’s rebranding plan. A discussion was then had regarding the new logo. It was suggested that the proposed Latin phrase be changed to English.

h. Financial Update
David Bruce, Chief Financial Officer, updated the Board on the status of funded capital projects.

i. Legislative Affairs Update
Jack Czerwinski, Chief of Governmental Affairs (consultant) provided an update on Federal engagements.

III. CLOSED SESSION
IV. OLD AND NEW BUSINESS
The Chair called for any additional business, and there was none.

V. UPCOMING BOARD MEETINGS
The Chair announced that the next meeting would be on June 13, 2023.

VI. CLOSING REMARKS/ADJOURNMENT
The Chair thanked everyone for their participation, and the meeting was adjourned at 3:00p.m.