

**World Trade Center Delaware**  
**Minutes of Meeting of the Board of Directors**  
**November 20, 2019 - 12:00 pm**  
**Location: Today Media**  
**3301 Lancaster Pike/5C (Cannery Shopping Center)**  
**Wilmington, DE 19805**

A regular meeting of the Board of Directors of the World Trade Center Delaware was held on November 20, 2019, at the Today Media at 3301 Lancaster Pike/5C, Wilmington, Delaware. The meeting was called to order at 12:10 p.m. by the Chair of WTC Delaware, Melanie George Smith.

**The following members of the Board, who constituted a quorum, were present:**

Michael Griffin, George Kearns (call-in), Elizabeth “Tizzy” Lockman, Brian McGlinchey, Theophilus R. Nix, Jr., Esq., Anabel Panayotti, Andrew Silverman, Melanie George Smith, Charlie Tomlinson

**Absent :**

Eric Casey, Jacques Luben, Dennis Rochford, David Wilson

**Staff:**

Carla Stone, Nesrin Cakiroglu, Yoonji Park (intern)

**Introductory Remarks**

Chair Melanie George Smith opened the meeting by introducing WTC Delaware’s newest board member, Senator Elizabeth “Tizzy” Lockman. Introductions to guests Ralph Petti and Jack Coleman of Continuity Dynamics and WTC Delaware’s newest intern, Yoonji Park, were done by Carla Stone.

**Meeting Minutes**

The meeting minutes for the WTC Delaware’s October 3, 2019 Board meeting were presented by Chair Smith for review and approval. Upon a motion duly made and seconded, the meeting minutes of the October 3, 2019 Board meeting were approved.

**Treasurer’s Report**

President Stone provided an overview regarding the status of WTC Delaware’s finances and expenditures. President Stone also advised and presented to the Board the WTC Delaware’s projected FY 2020/2021 budget. The Board engaged in a discussion regarding the projected budget. Upon motion duly seconded, the projected budget was unanimously approved and adopted.

### **President's Report**

President Stone provided updates on the World Trade Center's operations and most recent workstreams. Updates on the relocation were also shared with the Board. The effective relocation date for the WTC Delaware offices is December 1, 2019. President Stone mentioned that WTC Delaware has received requests for consulting from 2 companies. Dinette Rivera, WTC Delaware's Senior Business Consultant, is preparing Scope and Budget Estimate for each company. Ms. Rivera is also developing a consulting marketing plan for WTC Delaware. A summary of the Nasdaq Exchange visit was also shared with the Board by President. The delegation led by WTC Delaware President Carla Stone included GT USA Wilmington's VP of Commercial Operations David Harriss and Delaware State Treasurer Colleen Davis. The group met with leaders from private equity and international firms interested in ports, construction, and logistics.

### **Chair's Report**

Chair Smith presented information on Director Financial Obligation and reminded all Board members to stay as current WTC Delaware members. The Board also engaged in a discussion involving WTC Delaware's Metrics & Succession Planning.

### **Old Business**

The Board further discussed the organizational structure of WTC Delaware and decided to stay as a 501(c)(6) trade organization for the time being. President Stone will start setting up annual member meetings moving forward.

### **Next Meeting Date**

President Stone stated that the next Meeting of Directors would be scheduled for a place and time to be determined.

### **Adjournment**

Closing remarks and thanks were presented by Chair Smith. There being no further business before the Board, and upon a motion duly made and seconded, the meeting was adjourned at 2:00 p.m.