

**DRAFT MINUTES**  
**Virginia Commercial Space Flight Authority**  
**Board of Directors**  
**Finance Committee**  
**April 1, 2025**

The Finance Committee of the Virginia Commercial Space Flight Authority (VCSFA) Board of Directors held a regular in-person meeting on April 1, 2025, at 101 W Main Street, Norfolk, VA 23510.

Directors Attending:

Christine Daines  
Robert Hinson  
Michael Wettlaufer

Directors Absent:

Jim McArthur  
John Curtis

VCSFA Staff Present:

Julie Whitlock, General Counsel/Chief of Legal, Contracts and HR

**I. WELCOME/CALL TO ORDER**

The meeting was called to order at 11:00 AM. The roll was called, and the clerk announced a quorum was present.

**II. ELECTION OF COMMITTEE CHAIR:**

ACTION: A motion was made by Mr. Wettlaufer and seconded by Mr. Hinson for Christine Daines to be elected as the Acting Committee chair. The motion passed.

**III. DISCUSSION**

The committee discussed the timing of VCSFA's budget submission for review and approval by the committee and the Board. A discussion was also had regarding the committee's goals. The Chair indicated she would be in touch with VCSFA's CFO and committee members as to next steps.

**III. CLOSING REMARKS/ADJOURNMENT**

The Chair thanked everyone for their participation, and the meeting was adjourned at approximately 12:30 PM.