Draft Minutes 10/27/25

MEETING OF THE VIRGINIA HORSE INDUSTRY BOARD

SBDC-Charlottesville, VA

Monday, October 27, 2025

Members Present:

Sharon Molster

Debbie Easter

Gail Rezendes-Dell

Barbara Riggs

Frank Ferguson

David Lands

Beth Smith

Gretchen Carr

Amy Moore

Oliver Brown

Virtual:

Robin White

VDACS Staff:

Joe Guthrie

Garrett Petro

Melissa Ball

Jennifer Reichert

I. Call to Order
   a. The meeting was called to order by Chair S Molster
II. Review of interview questions and process for Executive Director position

a. D Lands and F Ferguson provided an update on the initial round of interview completed 10/24, expressing gratitude for a pool of very competitive candidates
b. A folder was presented to each Board member and the Program Manager, which included an evaluation rubric and resumes for interview candidates
c. D Lands gave an overview of the interview process at hand
    i. A note was made to allow adequate time at the end of each interview for the candidate to ask their own questions to the Board
    ii. It was asked that Board members rank the final 3 candidates on the ranking sheet provided to help determine overall success
d. D Lands and F Ferguson noted wanting to keep any eliminated candidates within reach as subject matter experts for future endeavors

III. Motion to enter closed session
a. S Molster made a motion to enter closed session to interview Executive Director candidates with the following language: The Board will enter a closed meeting to interview candidates for the Board's Executive Director role. The purpose of this closed meeting is for discussion, consideration, or interviews of prospective candidates for employment pursuant to § 2.2-3711 (A)(8). Staff is instructed to record the nature of the subject matter and the purpose of the closed session in the minutes. During this closed session, the Board will restrict its discussion only to those matters relating to the Board's Executive Director position. The Board may permit nonmembers to attend this closed meeting if such persons are deemed necessary or if their presence will reasonably aid the Board in the closed meeting. Upon the conclusion of the closed session, the Boad will immediately reconvene in an open meeting and take a recorded vote to certify that the closed session only included the business matters relating to the Executive Director position. D Easter seconded the motion. The motion passed unanimously.

G Rezendes-Dell	Yes
B Riggs	Yes
F Ferguson	Yes
D Lands	Yes
B Smith	Yes
G Carr	Yes
A Moore	Yes
O Brown	Yes
R White	Yes

IV. Motion to exit closed session

a. S Molster made a motion to exit closed session using the following language: I now call for each member of this Board to certify to the best of their knowledge: (i) only public business matters lawfully exempted from open meeting requirements under this chapter and; (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member of the public body who believes that there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place. Staff is instructed to record the certification as well as any members who believe that there was a departure from the requirements in the meeting minutes. D Easter seconded the motion. The motion passed unanimously.

G Rezendes-Dell	Yes
B Riggs	Yes
F Ferguson	Yes
D Lands	Yes
B Smith	Yes
G Carr	Yes
A Moore	Yes
O Brown	Yes
R White	Yes

V. Jennifer- Update & Presentation

a. J Reichert presented recent results and activity from the Board's initial communications outreach about the relaunch of its grant program. Board members shared insights on how the industry has been receiving the new material and ways they can individually help spread the word. J Reichert ended with a recap on the first grants webinar (held 10/22) and plans for future iterations of the same grant messaging

b. J Reichert presented a draft of the scoring rubric the Board will ultimately use to help evaluate grant proposals and explained how to properly apply it during individual evaluations.

VI. Future Meeting Dates

a. Dates were confirmed for November 17 and December 17, with new dates for January, February, and meetings established as well.

   i. January 26- virtual

    ii. February 23- in person
    iii. March 16- virtual

VII. Motion to Adjourn

a. S Molster made a motion to adjourn. O Brown seconded the motion. The motion passed unanimously.

G Rezendes-Dell	Yes
B Riggs	Yes
F Ferguson	Yes
D Lands	Yes
B Smith	Yes
G Carr	Yes
A Moore	Yes
D Easter	Yes
R White	Yes