

**NOVA Parks**  
5400 Ox Road  
Fairfax Station, Virginia 22039

**Executive Committee Meeting, September 10, 2024**  
**12:00 p.m.**

**The meeting took place online via Zoom**  
**and was streamed live on the NOVA Parks YouTube channel**

## **MINUTES**

### **ATTENDANCE:**

#### **Members Present:**

Sean Kumar, Chairman  
Paul Baldino, Vice Chairman  
James Bonfils  
Patricia Harrison

#### **Staff Present:**

Danielle Endler, HR Administrator  
Paul Gilbert, Executive Director

### **OPEN SESSION:**

#### **CALL TO ORDER:**

Mr. Kumar called the meeting to order at 12:05 p.m.

#### **Policy on Virtual Public Meetings:**

Mr. Gilbert presented the information on the change in the legislation that allows for virtual public meetings to take place outside of an emergency order from the Governor of Virginia. The policy presented to the Executive Committee is to enable the Committee to conduct virtual public meetings, but does not include language allowing remote participation in a physical public meeting. The full Board will have a Virtual Public Meeting policy presented at the September meeting for adoption which will enable the Board to have virtual public meetings as well as allow individual Board members to participate remotely in a physical public meeting.

Mr. Kumar voiced his support for the policy and the flexibility it will provide to the Board and Committees as a whole as well as individual Board and Committee members when trying to schedule and attend meetings. Mr. Baldino concurred and thinks this is a good policy to have as a backup for full meetings or individual participation. Ms. Harrison asked Mr. Gilbert if he thinks that adoption of this policy will lead to attendance issues, but Mr. Gilbert indicated that he does not think that will be the case.

A motion was made by Mr. Bonfils, seconded by Mr. Baldino, to adopt the Virtual Public Meeting Policy as presented. UNANIMOUSLY APPROVED.

A motion was made by Mr. Bonfils, seconded by Mr. Baldino, to move into closed session to discuss personnel matters. UNANIMOUSLY APPROVED.

**CLOSED SESSION:**

Personnel matters, in accordance with Code of Virginia, Section 2.2-3711-(A)(1)

Personnel matters were discussed. No action was taken.

Mr. Gilbert left the meeting during closed session.

Motion by Mr. Bonfils, seconded by Mr. Baldino, to move out of closed session and re-convene in open session. UNANIMOUSLY APPROVED.

**OPEN SESSION:**

Mr. Kumar read the following certification:

I certify that, to the best of my knowledge, only public business matters lawfully exempted from the open meeting requirements prescribed by the Virginia Freedom of Information Act and only such matters identified in the motion to convene closed session were heard, discussed or considered by this Committee during closed session.

The certification was UNANIMOUSLY APPROVED by roll call vote.

**Actions from closed session:**

No actions were taken following the closed session.

**ADJOURNMENT:**

A motion was made by Mr. Bonfils and seconded by Mr. Baldino to adjourn. UNANIMOUSLY APPROVED.

The Executive Committee meeting was adjourned at 1:03 p.m.