



Berkeley County Roundhouse Authority

Board of Directors Meeting

Thursday, February 20, 2025 – 6:30 PM

300 Foxcroft Avenue, Suite 201 - Martinsburg, WV 25401

Special Meeting

1. Roll Call/Welcome of Guests
2. Proof of Notice of Meeting
3. Approval of Minutes of Previous Meeting
4. Report of Treasurer
5. Report of Chair
 - a. Presentation by Eastern Panhandle Regional Planning & Development Council (Region 9) on programming strategy for CDS funds
 - b. Capital Project & Event Updates & Correspondence
6. Report of Standing Committees
 - a. Finance & Foundation: Donation Recognition; LEDA funding update; Status of State/City/County FY2025-26 Funding Requests
 - b. Building & Grounds: Community Service Help; Fire Suppression System Emergency Repair; West Roundhouse Door Refurbishment; Track Groove Project Design; Dome window update.
 - c. Artifacts & History: Heritage/Rail Fest January 29 Meeting Update – Next Meeting Feb. 26; Museum Commission Regional Museum/Norwalk Exhibit Project status
 - d. Executive (if any):
7. Unfinished Business
 - a. Discuss/take action as necessary regarding Roundhouse website
8. New Business
 - a. Discuss/take action as necessary regarding presentation by Region 9 and programming of CDS funds
 - b. Discuss/take action as necessary regarding approved event management agreement for Roundhouse Night Market (third Friday of May thru August; and third Saturday of September thru November)
9. Other Business
 - a. Upcoming Events: Home Show 2025, March 29-30; Farmers Market Earth Day 2025, April 19; Spring Train Show/Roundhouse Rail Fest, May 10; Founders Day/ Heritage Fair & Festival, May 17; Roundhouse Night Market, May 17
10. Executive Session for legal matters (if necessary).
11. Adjournment

Zoom: <https://us02web.zoom.us/j/87321046983?pwd=VZtBEMKQEpXmyzOZGLwiaTjaljzoxC.1>

Meeting ID: 873 2104 6983 - Passcode: 790606 - +16468769923, 87321046983#,,,,*790606# (New York)