

**BOARD FOR BRANCH PILOTS MEETING  
MINUTES**

The Virginia Board for Branch Pilots met on Tuesday, March 27, 2012 at the Virginia International Terminals, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Charles R. Amory, Jr.  
Captain Robert H. Callis, III  
Captain Milton B. Edmunds  
Thomas P. Host III  
Captain John A. Morgan, Jr.  
Meade G. Stone, Jr.

Board member Captain J. William Cofer recused himself from this meeting and Board President Bruce R. Cherry was not present for the meeting.

Staff present for the meeting were:

Gordon N. Dixon, Director  
Mark N. Courtney, Deputy Director of Licensing and Regulation  
Kathleen (Kate) R. Nosbisch, Executive Director

Joshua N. Lief was present from the Office of the Attorney General.

Finding a quorum of the Board present, Mr. Stone, Vice-President, called the meeting to order at 10:31 a.m. **Call to Order**

Mr. Host moved to approve the agenda. Captain Morgan seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Edmunds, Host, Morgan and Stone. **Approval of Agenda**

At 10:32 a.m., Mr. Amory moved that the board meeting be recessed and that the Board for Branch Pilots immediately reconvene in a closed session for the purpose of consultation with legal counsel pertaining to legal matters within the jurisdiction of the Board as permitted by § 2.2-3711.A.7 of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic: Kathleen (Kate) R. Nosbisch, Gordon N. Dixon, Mark N. Courtney, and Joshua N. Lief. This motion is made with respect to the matter identified as agenda item: Review of the McCrory Brief. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Edmunds, Host, Morgan and Stone. **Closed Session – Review of Walter Hugh McCrory, Jr. Brief**

**CERTIFICATION OF CLOSED MEETING**

**WHEREAS**, the Board for Branch Pilots has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, §2.2-3712 of the *Code of Virginia* requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Board for Branch Pilots hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board for Branch Pilots.

**VOTE:** 6-0  
**AYES:** Amory, Callis, Edmunds, Host, Morgan and Stone.  
**NAYS:** 0  
**ABSENT FROM MEETING:** 2 – Cherry and Cofer

At 11:42 a.m., Captain Callis moved to adjourn the closed session. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Edmunds, Host, Morgan and Stone. The Board immediately reconvened in open session.

**Open Meeting**

There was no other business.

**Other Business**

Conflict of Interest forms were completed by all members present.

**Conflict of Interest Forms**

There being no further business, the meeting was adjourned at 11:44 a.m.

**Adjourn**

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Bruce R. Cherry, President

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Gordon N. Dixon, Secretary