



#### LOCATION

P A Short Distributing Company  
440 Industrial Dr  
Roanoke, VA 24019

#### DATE & TIME

Wednesday, June 11, 2025  
12:00 PM

# MEETING AGENDA

## 1. CALL TO ORDER

## 2. APPROVAL OF AGENDA

## 3. APPROVAL OF DRAFT MINUTES

## 4. PUBLIC COMMENT

## 5. OPERATIONS MANAGER REPORT

- a. FY 24-25 budget overview
- b. Barriers to VBDC Registration survey results
- c. Licensing
- d. Sales
- e. Engagement
- f. System update

## 6. BUSINESS DEVELOPMENT

- a. Internal policies
- b. Operating Agreement
- c. Vendor agreements
- d. Delivery fees
- e. FY 25-26 operating budget proposal

## 7. ADJOURN