



Richmond City Council

Boards & Commissions
 Appointments & Reappointments

Formal Meeting of Richmond City Council
 Monday, September 25, 2017 – 6:00 p.m.

Motion to approve
09/25/2017 ~ 9-0

Standing Committee Name recommends appointment of the following applicants:

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>	<u>Terms</u>
Minority Business Enterprise and Emerging Small Business Advisory Board (9 members) (page 2)	Representative of a minority business enterprise *	Nadia S. Anderson (page 3)	09/25/2017 – 11/28/2019 <i>Succeeding Oliver R. Singleton, deceased</i> Appointed
	Representative of a minority business enterprise, nominated by Mayor Stoney*	Alicia Slayton (page 8)	11/29/2017 – 11/28/2020 <i>Succeeding Kenneth E. Ampy, resigned</i> Appointed

Minority Business Enterprise and Emerging Small Business Advisory Board

Vacancy Chart

as of
November 12, 2017

The advisory board shall be composed of nine members appointed by the Council. Of the nine members, five members shall be representatives of a minority business enterprise, two members shall be representatives of lenders or businesses other than a minority business enterprise, one member shall be a Section 3 contractor representative and one member shall be either an at-large resident of the city or a member of the Council.

The Council shall nominate:

- Three members who shall be representatives of a minority business enterprise,
- One member who shall be a representative of lenders or businesses other than a minority business enterprise, and
- One member who shall be either an at-large resident of the city or a member of the Council.

The Mayor shall nominate:

- Two members who shall be representatives of a minority business enterprise,
- One member who shall be a representative of lenders or businesses other than a minority business enterprise, and
- One member who shall be a Section 3 contractor representative.

The Board may elect from its membership a chairman and other officers it deems necessary in accordance with its rules of procedure or bylaws.

(Assigned to the Finance & Economic Development Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Oliver R. Singleton	All members of Council	11/28/2016	Deceased	-	Representative of a minority business enterprise
Charles Crenshaw	Mayor Jones	01/28/2016	No	-	Section 3 contractor
Kenneth Ampy	Mayor Jones	11/28/2014	Yes	Mayor's Office notified	Representative of a minority business enterprise
Penny McPherson	Mayor Jones	11/28/2013	Yes	Mayor's Office notified	Representative of a lender or business other than a minority business enterprise

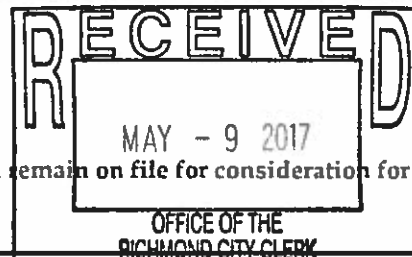
Contact:

Angelia Yancey
Office of Minority Business Development
900 East Broad Street, Suite 1603
Richmond, Va. 23219
(804) 646 – 7976 (o)
Angelia.yancey@richmondgov.com

City of Richmond, Virginia
City Council
Authorities, Boards, Commissions and Task Forces Application

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Minority Business Enterprise and Emerging Small Business Advisory Board	
Title: Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input checked="" type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: ANDERSON	First Name: NADIA
Home Street Address: 3200 W CLAY STREET #101	Home Telephone: 804-338-9671
Home City, Zip Code: RICHMOND, VA 23230	Home Fax: <input type="checkbox"/>
Personal E-Mail Address: NADIA@VAGRACEEVENTS.COM	
Employer: VIRGINIA GRACE EVENT MANAGEMENT	
Job Title: OWNER / PRESIDENT	How Long? < 2 YRS
Business Street Address: 3400 STRATFORD ROAD	Business Telephone: 804-464-7864
Business City, Zip Code: RICHMOND, 23225	Business Fax: <input type="checkbox"/>
Business E-Mail Address: INFO@VAGIRACEEVENTS.COM	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? Number of years?	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Please list your educational background and/or other expertise or qualifications you will bring to this authority, board, commission or task force: CERTIFIED PUBLIC ACCOUNTANT MASTERS OF ACCOUNTANCY BACHELOR OF SCIENCE IN COMMERCE, ACCOUNTING CONCENTRATION	



NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219
 Telephone: (804) 646-7955 • Fax: (804) 646-7736
www.richmondgov.com/cityclerk

City of Richmond, Virginia
City Council
Authorities, Boards, Commissions and Task Forces Application

List other city of Richmond authorities, boards, commissions or task forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Entity: N/A
Date(s) Served: _____ Office(s) Held: _____

Entity: _____
Date(s) Served: _____ Office(s) Held: _____

Entity: _____
Date(s) Served: _____ Office(s) Held: _____

Other community involvement:

FINANCE COMMITTEE, LEADERSHIP METRO RICHMOND
BOARD OF DIRECTORS, ONE VOICE CHORUS
BOARD OF DIRECTORS, RICHMOND CHRISTIAN LEADERSHIP INSTITUTE
VOLUNTEER, SECOND BAPTIST CHURCH
MENTOR, THRIVE - GREATER RICHMOND SMALL BUSINESS DEVELOPMENT

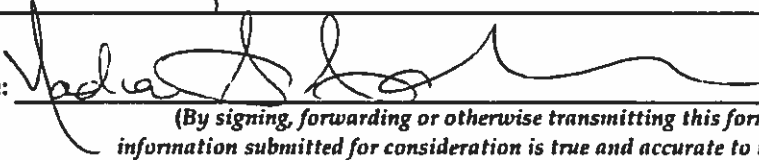
OPTIONAL
Please list additional information you would like considered, or you may attach your resume or other information.

RESUME ATTACHED

Check this box if your resume is attached.

How did you hear about or who referred you to apply for appointment to this authority, board, commission or task force?

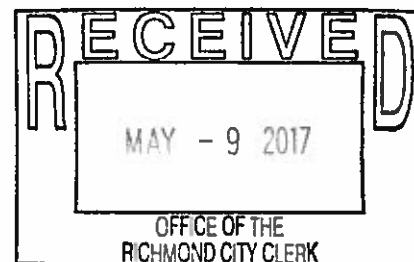
MYRA SMITH, LEADERSHIP METRO RICHMOND

Signature:  Date: 05/09/2017
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge)

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Nadia S. Anderson, CPA
nandersoncpa@gmail.com
Mobile - (804) 338-9671



Education and Certification

Wedding Planning Institute, Certified Wedding and Event Planner, December 2015
Virginia State Board of Accountancy, Certified Public Accountant, Licensed since 2002
American Institute of Certified Public Accountants, Chartered Global Management Accountant

University of Virginia, McIntire School of Commerce, Charlottesville, VA
Master of Science in Accounting, May 2000
Bachelor of Science in Commerce, Concentration in Accounting, May 1999

Professional Experience

December 2015 – Present **Virginia Grace, LLC**
Owner – Our mission is to delight and inspire, provide unmatched service, and create stress free celebrations

- Provide planning, design, direction, and coordination services for weddings and anniversaries, personal celebrations, and corporate events
- Plan and coordinate event details and logistics with multiple vendors
- Manage client relationships to earn trust and a faultless reputation for excellent customer service
- Design and create custom party favors, floral arrangements, and print collateral for events
- Develop detailed event day timelines and room diagrams for contract staff, clients, and vendors
- Direct and manage teams of up to thirty people and events with up to 350 guests

May 2012 - September 2015 **Girl Scout Commonwealth Council of Virginia, Inc.**
Chief Financial Officer; Annual budget \$4.5 million

- Maintained proper financial internal controls adhering to industry standards and complying with policies set by the Board of Directors
- Provided strategic financial input and leadership on key decisions affecting the organization
- Directed the preparation of timely, accurate and complete financial statements ensuring compliance with federal, state, and local regulations and generally accepted accounting principles
- Developed, implemented, and maintained a process to formulate an annual budget and provided management with comparisons to actual financial results and prior years to guide decision making
- Directed the planning and execution of the product sales and retail sales programs, including selection of product vendors, pricing, and mix, sales promotions, marketing initiatives, staffing requirements, and detailed business planning
- Participated in the development and planning of new mission based programs and directed the financial outcomes of new and existing programs

- Supervised a team of three direct reports and up to nine indirect reports. Provided leadership, support, and financial direction and guidance to the entire staff of up to fifty five employees
- Developed and implemented a training program that ensured delivery of a consistent message to staff and volunteers regarding financial policies, procedures, and guidelines
- Served as a trusted member of the senior management team and supported the Board of Directors
- Promoted visibility and credibility of Girl Scouts in the community providing a personal example of the importance of leadership development in young women

September 2010 – August 2012 Boaz and Ruth, Inc.

Contract Chief Financial Officer – Neighborhood non-profit rebuilding lives and communities; Annual budget \$2 million

- Supervised the creation, approval, and processing of revenue and expense control documents, budgets, ledger and account maintenance, and data entry
- Coordinated the preparation of financial statements and reports
- Developed and implemented finance, accounting, billing, and auditing procedures
- Analyzed financial statements, cash flow, cost controls, and expenses to guide business leaders and strengthen areas of weakness
- Established and implemented short- and long-range departmental goals, objectives, policies, and operating procedures
- Created, coordinated, and evaluated the financial programs and supporting information systems of the company establishing and maintaining appropriate internal control safeguards
- Approved and coordinated changes and improvements in automated financial and management information systems for the company
- Fulfilled the human resources function by completing and submitting new hire paperwork and processing payroll

September 2006 – April 2010 The Saint Paul’s Baptist Church

Controller - Largest Baptist Church in Central Virginia; Annual budget \$8 million

- Provided leadership and supervision to the finance staff of four to seven people in accounting and financial reporting, billing and collections, purchases and payables, payroll, and customer service
- Ensured the complete and accurate preparation of financial statements, budget versus actual analysis, ministry activity reports, financial position forecasts and other financial reports for the church and affiliates
- Completed trend analysis and compiled ministry related and church wide financial projections used in the compilation and presentation of the annual budget
- Facilitated the completion of the annual external financial statement audit
- Developed and ensured compliance with internal control policies, guidelines and procedures for financial activities such as budget administration, cash and credit management, and accounting
- Led the payroll reporting and financial accounting conversion teams

- Administered all aspects of accounting staff development including interviewing and hiring, coaching and training, completion of performance evaluations and disciplinary action
- Completed Form 990 and financial oversight for the church's affiliates

May 2004 – Sept 2006

Swedish Match North America

Senior Financial Reporting Analyst - Global manufacturer of tobacco products; Annual budget \$100 million

- Prepared, analyzed, and submitted monthly, quarterly, and annual legal entity and product financial statements as reported to local executives, Corporate Control in Stockholm, Sweden, and governmental agencies
- Prepared and maintained documentation as audit evidence for monthly financial activity and reporting
- Facilitated the annual budgeting process by updating the budgeting application for product, account, and cost center changes during the year
- Coordinated the receipt and system entry of cost center and manufacturing plant budget information
- Documented financial statement close policies and flowcharted processes for inclusion in the company's policy manual and in Sarbanes- Oxley documentation
- Gained proficiency in the use of various Hyperion products including Enterprise, Planning, Essbase, Financial Management, and Reports

September 2000 – May 2004

PricewaterhouseCoopers

Senior Associate - Global professional services firm; One of the Big Four Public Accounting Firms

- Created detailed budgets and tracked time to completion and engagement economics
- Planned and ensured the completion of audit fieldwork for teams of two to five persons
- Managed relationships between client contacts and the audit team
- Provided written and verbal communication on areas of improvement over internal controls and department efficiency
- Researched solutions to technical accounting issues
- Made significant contributions to the financial statement, A-133 and benefit plan audits of several public and private manufacturing, not-for-profit, higher education, and insurance clients
- Represented the firm at professional and community events and recruited at various schools in Virginia

Servant Leadership

One Voice Chorus, Board Member since July 2016

Virginia Business CFO Award Nominee, June 2015

Leadership Metro Richmond, Class of 2015

Richmond Christian Leadership Initiative, Board Member since 2014, Class of 2012

Beta Gamma Sigma, Lifetime Member

City of Richmond
 City Clerk
 Authorities, Boards, Commissions, and Task Forces Application



RECEIVED
 JUL 31 2017
 OFFICE OF THE
 RICHMOND CITY CLERK

(Please Print or Type)

Name of Authority, Board, Commission or Task Force:
 Minority Business Enterprise and Emerging Small Business Advisory Board

Title: Mr. Mrs. Ms. Miss. Dr. Other

Last Name: Slapton First Name: Alicia

Home Street Address: 2109 The Terrace Home Telephone: 804 677 7185

Home City, Zip Code: Richmond 23220 Home Fax:

Personal E-Mail Address: slapton1130@gmail.com

Employer: Before and After the Salon

Job Title: Owner / Stylist How Long? 15 yrs

Business Street Address: 1917 W Cary Business Telephone: 804 3531011

Business City, Zip Code: 23220 Business Fax:

Business E-Mail Address: beforeandafter1917@gmail.com

Is your place of employment located in the city of Richmond? Yes No

Is your place of employment located in the county? Yes No If yes, which county?

Are you a city resident? Yes No If yes, which City Council district? Number of years?

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes No

If yes, please provide information on the nature of the contract.

Please list your educational background and/or other expertise or qualifications you will bring to this authority, board, commission or task force:
My educational background consist of some college, along with having a cosmetologist license and real estate license. I also have been working with the public for over 25yrs and owning a business for 15yrs.

List other city of Richmond authorities, boards, commissions or task forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Entity:	Date(s) Served:	Office(s) Held:
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Other community involvement:

OPTIONAL
Please list additional information you would like considered, or you may attach your resume or other information.

Check this box if your resume is attached.

How did you hear about or who referred you to apply for appointment to this authority, board, commission or task force?
LISA SPELLER DAVIS

Signature: *[Signature]* Date: 7/27/18
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge)

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