

WV Courthouse Facilities Improvement Authority

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Board Meeting Minutes  
October 6, 2011  
10 AM Teleconference

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The Board of Directors of the WV Courthouse Facilities Improvement Authority held a 10 AM Teleconference : Rick Staton, Steve Tanner, Joe Alongi, Adell Chandler, Diana Cromley, Betsy Castle, James Hoskins, Brian C. Helmick , Melissa K. Smith, and Brenda S. Ashworth were in attendance. Quorum Established by Seven voting Board Members.

- I. The Teleconference was called to order by Chairman Rick Staton. Rick requested approval of the August 22, 2011 Board Minutes. Adell Chandler made motion and Joe Alongi seconded. Motion Carried.
- II. Reports and Considerations:
  - A. Melissa presented Financial Report – Joe made motion to approve. Diana Cromley seconded.
  - B. Executive Director Report – Melissa contacted Susan Pierce and Gary with the School Building Authority, as requested by the Board during the previous meeting. She contacted Susan to see how we could work more efficiently with the State Historic Preservation Office. Susan made initial contact in response to Melissa, but then did not follow up with any suggestions. Melissa’s email to Gary went unanswered. She was going to ask him for advice about bonding authority. Melissa was interviewed by the Contractors Association for an article to appear in their next issue of their full, color magazine. The article is to assist with building public knowledge of the facility issues that are facing the county courthouses. The Board encouraged Melissa to contact Mr. Manchin, the executive director of the SBA, as a follow-up.
- III. Bonding Authority Legislation – Old Business  
Brian Helmick was present to answer any questions regarding the proposed bonding authority legislation; Rick proposed next steps to meet with Governor’s Staff again and request that the Governor adopt our proposed legislation into his legislative agenda; meet with Legislative Chairmen of Finance committees, and garner support from other groups.

If the Board chooses to go forward with Bonding Authority, we will be able to present at the October 17, 2011, West Virginia Association of Counties. Melissa will contact other groups to meet with their legislative chairs to increase support.

Joe Alongi immediately made a motion to go forward with Bonding Authority. Seconded by Adell. Unanimously passed the motion to approve the Bonding Authority draft legislation.

Diana Cromley requested an Information/Fact/Data Sheet (Cheat Sheet) be prepared to keep all of us on the same page. Mr. Helmick indicated that he would develop a white sheet for board members. One that can also be provided to legislators.

IV. New Business

Grant Scope Request – Randolph County requested to use the remaining \$18,000.00 for drains because of water backing up in basement. Adell made motion to accept. Joe seconded. Motion Carried.

P-Card purchases approval motion by Diana and seconded by Joe. Motion carried.

Expression of Interest for Needs Assessment evaluation committee members of Rick Staton and Cynthia Pyles were accepted by State Purchasing Department. Joe made the motion to proceed with the presented E.O.I., Adell seconded and motion carried.

Motion made by Joe for encumbrance. Diane seconded. Motion carried.

Leadership WV Nomination – Previously, Patricia Hamilton nominated Melissa to attend the 2012 Leadership WV Classes and asked the Board of Directors to support Melissa in submitting an application for 2012. The board members agreed that it would be a tremendous opportunity and was supportive of Melissa. Joe made a motion for Melissa to attend Leadership WV. Diana seconded. Motion carried.

Percentage of Design Fees covered in 9<sup>th</sup> Cycle Grants. Steve made a motion to accept 5% design fees unless modified action by the board. Seconded by Diana. Motion carried.

There being no further business to come before the board, the teleconference was adjourned at 10:45 a.m..

- V. – Next Board Meeting is Scheduled for November 15<sup>th</sup> at 11:00 am. In the L.D. Egnor Conference Room at 2003 Quarrier Street, Charleston, WV .

Minutes respectfully submitted by,

Brenda S. Ashworth