

**MINUTES
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA**

**Held At:
School Building Authority of WV
2300 Kanawha Boulevard, East
Charleston, WV 25311**

**Quarterly Meeting
September 26, 2022
9:30 A.M.**

I. CALL TO ORDER

Chairman Brian Abraham called the School Building Authority of West Virginia's (SBA) Quarterly Meeting to order at 9:30 A.M. on Monday, September 26, 2022. The following members were present: Chairman Brian Abraham, State Superintendent David Roach, Robert Dunlevy, Dr. Daniel Snavelly, Steve Burton, and Chris Morris, with Nancy White and Sandra Hamilton attending via telephone. The following SBA staff were present: Dana Womack, Jordan Kirk, Joyce VanGilder, Mark Miller, Angie Bradley, Sue Chapman, and Shannon Driver. The following people were also present: Dave Kirby, Managing Director, and Matt Hale, Assistant Vice President of Truist, Jake Flatley of WV Metro News, Anthony Conn of WCHS TV, and Ryan Quinn of the Charleston Gazette Mail.

II. ACKNOWLEDGMENTS AND RECOGNITIONS

Chairman Brian Abraham provided the Oath of Office for the School Building Authority's new Authority member, Dr. Daniel Snavelly.

III. APPROVAL OF MINUTES

Upon a Motion by Steve Burton with a second by Chris Morris, the Authority voted to approve the SBA's June 13, 2022 Quarterly Meeting Minutes and the August 11, 2022 Special Meeting Minutes.

IV. EXECUTIVE DIRECTOR'S REPORTS

- A. P-Card Review – (Information) – **HANDOUT**
One of the requirements of the P-Card Program is for the Authority to review all purchases made by the SBA staff. As such, the Handout provided an itemized list of the SBA's card usage for the period of July 1, 2022 through August 31, 2022.
- B. Active Project Status Updates – (Information) – **HANDOUT**
The SBA Architectural Services Staff provided a status update for each active project that was funded by the School Building Authority. The information in the Handout provided a detailed update as of September 26, 2022. Dana Womack answered questions from the Authority.
- C. Appointment of New Vice-Chair – (Action)
In accordance with the WV Code §18-9D-1(b), the Authority shall annually elect one of its public members to serve as Vice-Chair and shall appoint a Secretary, who need not be a member of the Authority and who shall keep records of its proceedings.

Victor Gabriel previously held the title of Vice-Chair. Since his resignation, Chairman Abraham respectfully requests that the Authority fulfill this requirement to appoint a new Vice-Chair.

Robert Dunlevy nominated Chris Morris as Vice-Chair. Steve Burton seconded the Motion.

V. FINANCE REPORT

- A. SBA Budget vs Actual Financial Report - (Information) – **ATTACHMENT C**
CFO Kirk presented the SBA's Profit and Loss Statement for the FY2023 period ending August 31 2022.
- B. SBA Grant Awards Report – (Information) – **ATTACHMENT D**
CFO Kirk presented the Grant Awards Report for all SBA Active Grants.
- C. Audit Report – (Information)
CFO Kirk gave the Authority an audit report update. There were no audit findings.

VI. CEFP AMENDMENTS

The following amendment to County Comprehensive Educational Facilities Plans (CEFPs) has been reviewed and is recommended for approval by the SBA Staff. The State Board of Education has acted on this amendment. Approval of this amendment does not necessarily reflect support for funding of the projects within the Amendment; it means the county followed the proper Amendment Process. The county's complete Amendment submittal will be available upon request. The following Amendment is submitted for your review and approval:

Wood County Board of Education CEFP Amendment – (Action) – **ATTACHMENT E**

The Wood County Board of Education requested approval to revise their 2020-2030 CEFP to include six classroom additions to both Blennerhassett and Madison Elementary Schools, security improvements at multiple schools, HVAC upgrades at multiple schools, and improvements to art and athletic facilities at multiple schools. Additionally, this amendment removes projects at schools that were approved for replacement or consolidation through a voter approved Bond Call in May of 2022. The projects are to be funded through American Rescue Plan (ARP) Elementary and Secondary Schools Emergency Relief (ESSER) funds, their recently approved Local Bond, and potentially the SBA.

Wood County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Chairman Abraham respectfully recommended approval of this amendment.

Upon a Motion by Steve Burton with a second by Chris Morris, the Authority voted to approve Wood County Board of Education's CEFP Amendment.

VII. NEW BUSINESS

- A. Kanawha County Board of Education Requests an Extension – (Action) – **ATTACHMENT F**
Kanawha County Board of Education requested a time extension through September 30, 2023 for the grant contract at Ruthlawn Elementary School. Due to the Covid-19 pandemic and unforeseen

design factors, the process was delayed, which will cause the project completion to extend beyond the original grant deadline.

Chairman Abraham respectfully recommended that the Authority approve Kanawha County Board of Education's grant extension request.

Upon a Motion by Daniel Snaveley with a second by Nancy White, the Authority voted to approve Kanawha County Board of Education's grant extension request.

B. Wood County Board of Education Requests a Planning Grant – (Action) - **ATTACHMENT G**

The Wood County Board of Education requested a Planning Grant in the amount of \$100,000. On February 7, 2022, Wood County Board of Education presented to the Authority its financial plan. This included a bond in the amount \$60,850,000 and potential School Building Authority funding through a NEEDs application for \$21,000,000 if the voters of Wood County voted in favor of the bond. On May 10, 2022, the bond was approved by the voters, and Wood County Board of Education intended to submit a NEEDs Grant in December for the required SBA funding. Without additional funding and/or potential SBA funding commitment, Wood County Board of Education is unable to sell their bonds. Due to the cancellation of the NEEDs Grant funding this year, the Planning Grant will allow for additional planning to occur so that the projects continue to move forward. The recently passed bond package included three new elementary schools. The Planning Grant will be used to conduct additional site investigations to better determine the site development cost and possibly secure additional funding that may be available for infrastructure.

Chairman Abraham and Dana Womack discussed with the Authority Wood County's request and confirmed the approval of the planning grant does not commit to the future award of funding.

Chairman Abraham respectfully recommended that the Authority approve Wood County Board of Education's Planning Grant.

Upon a Motion by David Roach with a second by Chris Morris, the Authority voted to approve Wood County Board of Education's Planning Grant. Steve Burton objected.

VIII.

FUTURE MEETINGS

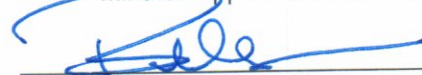
Chairman Abraham advised the next quarterly meeting is scheduled for December 12, 2022, with the location to be determined.

IX.

ADJOURNMENT

Upon a motion by Steve Burton with a second by Robert Dunlevy, the Authority voted to adjourn the September 26, 2022 quarterly meeting of the School Building Authority of West Virginia.

Minutes Approved December 12, 2022



Mr. Brian Abraham, Governor's Designee
School Building Authority of West Virginia