

**QUARTERLY MEETING MINUTES
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA**

Held At:

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

**Quarterly Meeting
March 20, 2023
9:30 AM**

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, March 20, 2023. The following authority members were present Chairman Brian Abraham, Superintendent David Roach, Robert Dunlevy, Greg Wooten, and Don Bower, with Dr. Daniel Snavely, Sandra Hamilton, Nancy White, and Chris Morris attending via telephone. The following SBA staff were present: Executive Director Neptune, Dana Womack, Director of Architectural Services, Joyce VanGilder, Mark Miller, Tommy Young, CFO Jordan Kirk, Angie Bradley, and Shannon Driver. The following individuals were also present: Jason Pizatella of CAWV, Superintendent Ed Toman of Mercer County Board of Education, David Kirby and Matt Hale of Truist, and Katherine Skeldon of Metro News.

II. APPROVAL OF MINUTES

Upon a Motion by Robert Dunlevy with a second by Don Bower, the Authority voted to approve the SBA's December 12, 2022 Quarterly Meeting Minutes and the March 7, 2023 Special Telephonic Meeting Minutes.

III. 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 FY2023 July 1, 2022 through February 28, 2023.
- 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 March 20, 2023. Dana Womack, Director of Architectural Services, gave the Authority a brief update of current projects.

C. Appointment of Officers for 2023 – (Action)

In accordance with 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. As such, Executive Director Neptune respectfully requested the Authority fulfill this requirement and select officers for 2023.

Upon a Motion by Robert Dunlevy with a second by David Roach, the Authority voted to appoint Chris Morris as Vice-Chair.

Upon a Motion by Robert Dunlevy with a second by Greg Wooten, the Authority voted to approve Nancy White as Secretary.

Upon a Motion by Robert Dunlevy with a second by Sandra Hamilton, the Authority voted to appoint Greg Wooten as Chair of the Construction Committee.

IV.

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 February 28, 2023.

B. SBA Grant Awards Report – (Information) – **ATTACHMENT D**

CFO Kirk presented the Grant Awards Report for all SBA Active Grants.

C. 2023 Legislative Overview – (Information)

CFO Kirk presented legislative overview of the following bills affecting the SBA: HB2380, regarding moving general revenue from the Department of Education to the SBA, HB2024, House Budget Bill, and HB3527, regarding supplemental appropriation to the SBA.

V.

NEW BUSINESS

A. Square Footage Cost Allowance Increase – (Information) – **HANDOUT**

Executive Director Neptune discussed square footage cost allowance with the Authority.

B. Wood County Board of Education's Bond – (Information/Action) – **ATTACHMENT E**

Executive Director Neptune discussed Wood County Board of Education's bond with the Authority and respectfully recommend that the Authority approve a letter of commitment in the amount of \$21,000,000 for the construction of three new elementary schools.

Upon a Motion by David Roach with a second by Robert Dunlevy, the Authority voted to approve a letter of commitment to Wood County Board of Education in the amount of \$21,000,000 for the construction of three new elementary schools.

- C. Supplemental Funding – McDowell County Board of Education - (Action) - **ATTACHMENT F**
Executive Director Neptune respectfully recommended that the Authority approve supplementing funds to McDowell County Board of Education in the amount of \$4,159,308 to complete their new Coalfield Elementary School project, per the SBA's Temporary Administrative Guidelines.

Upon a Motion by Robert Dunlevy with a second by Don Bower, the Authority voted to approve supplementing funds to McDowell County Board of Education in the amount of \$4,159,308 to complete their new Coalfield Elementary School project, per the SBA's Temporary Administrative Guidelines.

- D. Supplemental Funding – Mercer County Board of Education - (Action) - **ATTACHMENT G**
Executive Director Neptune respectfully recommended that the Authority approve supplementing funds to Mercer County Board of Education in the amount of \$4,339,945 to complete their new Brushfork-Bluewell Elementary School project, per the SBA's Temporary Administrative Guidelines

Upon a Motion by David Roach with a second by Robert Dunlevy, the Authority voted to approve supplementing funds to Mercer County Board of Education in the amount of \$4,339,945 to complete their new Brushfork-Bluewell Elementary School project, per the SBA's Temporary Administrative Guidelines.

- E. Supplemental Funding – Hampshire County Board of Education - (Action) - **ATTACHMENT H**
Executive Director Neptune respectfully recommended that the Authority approve supplementing funds to Hampshire County Board of Education in the amount of \$9,312,111 to complete the new West Elementary School and new North Elementary School projects, per the SBA's Temporary Administrative Guidelines.

Upon a Motion by Sandra Hamilton with a second by David Roach, the Authority voted to approve supplementing funds to Hampshire County Board of Education in the amount of \$9,312,111 to complete the new West Elementary School and new North Elementary School projects, per the SBA's Temporary Administrative Guidelines.

VI. **FUTURE MEETINGS**

Chairman Abraham advised that the next SBA quarterly meeting is scheduled for June 12, 2023, with the location to be determined.

VII. **ADJOURNMENT**

Upon a Motion by Greg Wooten with a second by Nancy White, the Authority voted to adjourn the December 12, 2022 meeting of the School Building Authority of West Virginia.

Minutes Approved June 12, 2023



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