

Minutes of the Meeting of  
The Municipal Bond Commission  
August 27, 2025

The West Virginia Municipal Bond Commission held its first meeting of the 2025-2026 fiscal year on August 27, 2025, at 11:00 a.m., in the Revenue Secretary's Conference Room, in the west wing of the State Capital Building in Charleston, West Virginia

The Honorable Matt Irby, State Tax Commissioner and *ex officio* Chairman was present along the Honorable Mark Hunt, State Auditor, the Honorable Joellen Lucas, Director of Debt Management, and designated representative of the State Treasurer. Also in attendance was the Honorable Hayden Irwin, who served as the State Auditor's designated representative until Auditor Hunt joined the meeting. Peter Shirley, Deputy Secretary, Revenue Cabinet Secretary's Office; Anoop Bhasin, General Counsel, Department of Revenue, John Tennant, Assistant Executive Director to the Commission, and Patricia Loos, Executive Director to the Commission were present.

The meeting was called by Chairman Irby pursuant to an email notice to the members dated August 6, 2025. Notice of the Meeting was filed with the Secretary of State on August 18, 2025, in compliance with West Virginia Code section §6-9A-3.

The Chair called the meeting to order at 11:07 a.m. The meeting was structured around the agenda previously emailed to the members of the Commission

The Minutes of the last meeting of April 29, 2025, were reviewed. Ms. Lucas moved to accept the minutes, and Mr. Erwin seconded. The motion passed unanimously.

A report by the Executive Director was presented to the members of the Commission. Upon completion of the report Auditor Hunt made a motion to accept

the report as presented, and Ms. Lucas seconded. The motion passed unanimously.

Ms. Loos made a request to the Board members for permission to hire a new Accounting Technician 2 with a salary not to exceed the market rate for that position. Chairman Irby requested a motion to allow the Executive Director to pursue filling the open position providing for a salary not to exceed the current market rate for that position. Auditor Hunt made the motion, and Ms. Lucas seconded. The motion passed unanimously.

There being no further business before the Commission, Auditor Hunt made a motion to adjourn the meeting, and Ms. Lucas seconded. The motion was unanimously approved. The Chairman adjourned the meeting.

Respectfully submitted,

Patricia Loos  
Executive Director