

Minutes of the Meeting of
The Municipal Bond Commission

October 30, 2024

The West Virginia Municipal Bond Commission held its second meeting of the 2024-2025 fiscal year on August 29, 2024 at 1:30 p.m., in the Revenue Center, Commissioner's Conference Room in Charleston, West Virginia.

The Honorable Matt Irby, State Tax Commissioner and *ex officio* Chairman was present along with Honorable Joellen Lucas, Director of Debt Management, and designated representative of the State Treasurer; Peter Shirley, Deputy Secretary, Revenue Cabinet Secretary's Office; Anoop Bhasin, Deputy General Counsel, Department of Revenue, and Sara Rogers, Executive Director to the Commission. Attending via teleconference the Honorable Linda Epling, member and Honorable Michael Nusbaum, Senior Regulatory Counsel, Securities Commission and designated representative of the State Auditor.

The meeting was called by Chairman Irby pursuant to a written notice to the members dated October 18, 2024. Notice of the meeting was filed with the Secretary of State on October 18, 2024 in compliance with West Virginia Code section 6-9A-3.

The Chair called the meeting to order at 10:01 a.m. The meeting was structured around the agenda previously mailed to the members of the Commission.

The minutes of the last meeting of August 29, 2024 were reviewed. Mr. Nusbaum moved to accept the minutes, and Ms. Lucas seconded. The motion passed unanimously.

A report of the Executive Director was presented to the members of the Commission. A copy of the report is attached and incorporated for reference.

The annual contract with our legal advisor, Samme Gee, Esq. of Jackson Kelly was discussed. The current contract will expire December 11, 2024. Ms. Lucas moved for a new annual contract with Jackson Kelly on the conditions the increase was no more the \$10 per hour and the contract was approved through the Attorney General's office. Mr. Nusbaum seconded the motion, and it passed unanimously.

Mrs. Rogers retirement will begin November 1, 2024. Mrs. Rogers will begin working part time effective November 1, 2024 until December 31, 2024. The Chairman will be preparing the necessary documentation to this part time position. Mr. Nusbaum moved to accept Mrs. Rogers as a part time employee and Ms. Lucas seconded the motion and it passed unanimously.

The board reviewed the vacancy of the Executive Director due to Mrs. Rogers' retirement. The Chairman has been in discussions with John Tennant, Accountant, offering him the role as Acting Executive Director. The board empowered the Chairman to appoint Mr. Tennant if he accepts. If the role is not accepted, then Chairman will post the position and hire the best candidate for the Acting Executive Director. If at any time the Commission does not have an Acting Executive Director, the Chairman will satisfy any necessary signatures or executive decisions needed for the Commission. Ms. Lucas moved to accept these procedures and Mr. Nusbaum seconded the motion and it passed unanimously.

There being no further business before the Commission, the Chairman adjourned the meeting at 10:15 a.m.

Respectfully submitted,

Sara Rogers
Executive Director