

**Air Quality Board  
Charleston, West Virginia**

**MINUTES  
January 20, 2009**

A public meeting of the Air Quality Board was held on Tuesday, January 20, 2009 in Charleston, West Virginia. Members present were Douglas Hudson, Chairman; J. Michael Koon, Vice-Chairman; Dick Calvert; and R. Thomas Hansen. Randy C. Curtis did not participate.

Staff members present were Wendy Radcliff, Esquire, Counsel for the Board; Jackie Shultz, Clerk of the Board; and Kathy Coleman, Administrative Secretary.

It being determined a quorum was present, Mr. Hudson called the meeting to order and the Board proceeded with its agenda.

**Minutes of September 16, 2008 Meeting**

Upon a motion duly made by Mr. Koon and seconded by Mr. Calvert, the Board voted unanimously to approve the September 16, 2008 minutes as presented.

**Meeting Dates for 2009**

Ms. Shultz presented the Board with a list of tentative meeting dates for each month in 2009. No action was required from the Board.

**Fiscal Year 2009: Budget Update**

Ms. Coleman provided the Board with a financial update for the period of July 1, 2008 - December 31, 2008. She advised the Board that as of December 31, 2008, the AQB has spent forty-seven percent of its budget. Effective January 20, 2009, the mileage reimbursement rate for state business will be reduced from the current rate of 50.5 cents per mile to the new lower rate of 44.5 cents per mile. The Board unanimously approved the purchase of a laptop computer for Ms. Radcliff from the new statewide contract with Hewlett Packard.

**Purchase Card Reports**

Ms. Coleman provided the Board with the quarterly purchase card reports for July - September and October - December 2008. Upon a motion duly made by Mr. Hansen and seconded

by Mr. Koon, the Board voted unanimously to approve the Purchase Card Reports as provided by Ms. Coleman.

**Adjournment**

There being no further business to come before the Board, and upon a motion duly made by Mr. Calvert and seconded by Mr. Hansen, the meeting was adjourned.

I hereby certify that the foregoing is a true and correct record of the proceedings of the Air Quality Board meeting held on January 20, 2009. The Air Quality Board approved this minutes on December 11, 2009.

  
Jackie D. Shultz, Clerk  
Air Quality Board