

**Air Quality Board  
601 57<sup>th</sup> Street, S.E.  
Charleston, West Virginia  
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Fax: (304) 926-0486**

**MINUTES  
December 18, 2007**

A public meeting of the Air Quality Board was held on Tuesday, December 18, 2007 in Charleston, West Virginia. Members present were Mr. Douglas Hudson, Chairperson; Mr. Dick Calvert; Mr. Randy C. Curtis, Mr. Robert L. Foster, and Mr. J. Michael Koon.

Mr. R. Thomas Hansen was not present and did not participate.

Staff members present were Wendy E. Radcliff, Esquire, Counsel for the Board; Jackie D. 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 18, 2007 Meeting**

Upon a motion duly made by Mr. Foster and seconded by Mr. Koon, the Board voted unanimously to approve the September 18, 2007 minutes as presented.

**Budget Update**

Ms. Coleman provided the Board with a financial update for the period of July 1, 2007 - November 30, 2007. The AQB has spent 34% of its budget as of November 30, 2007. Ms Coleman added that Board meeting expenses have remained low. Five new appeals have been filed and one hearing has been held since the beginning of the new fiscal year, July 1, 2007.

**Purchase Card Report**

Ms. Coleman provided the Board with the quarterly Purchase Card Report for the period of July - September 2007. The report details the purchase card transactions for this period and includes the Citigroup monthly statements.

Upon a motion duly made by Mr. Foster and seconded by Mr. Calvert, the Board voted unanimously to approve the Purchase Card Report for July - September 2007.

**National Judicial College**

Ms. Radcliff attended the National Judicial College's "Administrative Law: Fair Hearing" seminar October 29, 2007 - November 8, 2007. Ms. Radcliff informed the Board that the information and training she received was very informative and beneficial. She stated the AQB and EQB will begin utilizing prehearing conferences on a regular basis.

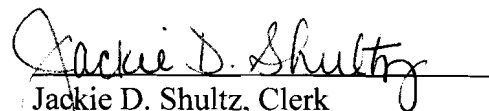
**Items Not on Agenda**

Ms. Shultz provided the Board with a copy of the docket of pending appeals.

**Adjournment**

There being no further business to come before the Board, 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 December 18, 2007.

  
Jackie D. Shultz, Clerk  
Air Quality Board