

## Governing Board Meeting

October 17, 2024 | 7:00 pm (EST) | West Virginia Academy and online

### Attendance:

In Person: John Treu – Board Chair, Kevin Summers – Board Director, Melissa Copen – Board Director / Board Secretary, Susan Dull – Board Director

Online: Carolyn Sharette – Board Director

Meeting called to order by Board Chair at 7:11 pm. Board Chair notes that all board members are present.

### I. Approve Meeting Minutes to Prior Meeting

**MOTION:** Kevin Summers moves to approve meeting minutes from the September 12, 2024 Governing Board Meeting. Seconded by Carolyn Sharette

**DISCUSSION:** None

#### **OUTCOME:**

In favor: John Treu, Kevin Summers, Melissa Copen, Susan Dull, Carolyn Sharette

Opposed: None

*Motion is unanimously approved by the governing board.*

### II. Proposed Amendment to Conflict of Interest Policy

**MOTION:** Kevin Summers moves to accept adding the following language to the existing Conflicts of Interest policy as article VI and then renumber the existing articles VI and VII. Seconded by Melissa Copen

#### **“Article VI**

##### **Procurements Funded by Federal Awards**

No employee, officer, agent or board member with a real or apparent conflict of interest may participate in the selection, award or administration of a contract or other procurement supported by a Federal award. A conflict of interest for purposes of any procurement includes when the employee, officer, agent, or board member, any member of their immediate family, their partner or an organization that employes or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an entity considered for a contract. An employee, officer, agent and board member of the recipient or subrecipient may neither solicit nor accept gratuities, favors or anything of monetary value from contractors. However, the recipient or subrecipient may set standards for situations where the financial interest is not substantial or a gift is an unsolicited item of nominal value. The recipient’s or subrecipient’s standards of conduct must also provide for disciplinary actions to be applied for violations by its employees, officers, agents or board members. This Article VI is intended to comply with the regulations under 2 CFR § 200.318(c)(1) with respect to

procurements funded by Federal awards and any subsequent amendment to such regulations is hereby incorporated by reference.”

**DISCUSSION:** None

**OUTCOME:**

In favor: John Treu, Kevin Summers, Melissa Copen, Susan Dull, Carolyn Sharette

Opposed: None

*Motion is unanimously approved by the governing board.*

### **III. Financial Update**

CFO Suji Kwon provided an unaudited quarterly financial update:

- The liabilities accounts have been reconciled.
- She is continuing the reconciliation process of the remaining accounts.
- Another update will be provided at the next meeting.

**MOTION:** Kevin Summers moves to adjourn the meeting at 7:31 pm. Melissa Copen seconds the motion.

**DISCUSSION:** None.

**OUTCOME:**

In favor: John Treu, Kevin Summers, Melissa Copen, Susan Dull, Carolyn Sharette

Opposed: None

*Motion is unanimously approved by the governing board present.*

Meeting adjourns at 7:31pm.

End of Meeting Minutes

***Meeting Minutes approved by Board on 11/14/2024***