

**WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS**

**Board Meeting Minutes**

1201 Dunbar Avenue

Dunbar, WV 25064

July 14, 2019

10:00 a.m.

**Members Present**

Sarah Hamrick, President

Michael Belcher, Vice President

Susan Poveromo

Melissa Delaney

Donnie Snyder

**Others Present:**

Danielle J. Cordle, Executive Director

Jason P. Graves, Deputy Director

**Members Absent**

None

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:00 a.m. at the Board office, located at 1201 Dunbar Avenue, Dunbar WV.

The first item on the agenda was **Call to Order/Roll Call**.

The next item on the agenda was **Meeting Minutes Approval: April 8, 2019, June 10, 2019, and June 24, 2019**. The Chair entertained a motion approve the meeting minutes for April 8, 2019, June 10, 2019, and June 24, 2019. On motion duly made by Michael Belcher and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was **Financials – April 2019, May 2019, and June 2019**. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the Board's revenue and expenses for April 2019, May 2019, and June 2019 and cash balance as of July 8, 2019 (Attachment A). The Chair entertained a motion to approve the financials as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The Chair entertained a motion to adjourn regular session and convene into **Executive Session** to discuss Complaint No. C2018-96, C2018-34, C2018-35, C2019-142. On motion duly made by Michael Belcher and seconded by Donnie Snyder; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive Session and reconvene into **Regular Session**. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The next item on the agenda was **Complaint Review**. The Chair recognized Danielle Cordle. Ms. Cordle presented the following Complaints:

**C2018-96** – The Chair entertained a motion to refer the complaint as presented to the Attorney General’s Office. On motion duly made by Michael Belcher and seconded by Donnie Snyder; the motion carried unanimously.

**C2018-34** – The Chair entertained a motion to refer complaint as presented to the Attorney General’s Office. On motion duly made by Michael Belcher and seconded by Donnie Snyder; the motion carried unanimously.

**C2018-35** – The Chair entertained a motion to refer complaint as presented to the Attorney General’s Office. On motion duly made by Michael Belcher and seconded by Donnie Snyder; the motion carried unanimously.

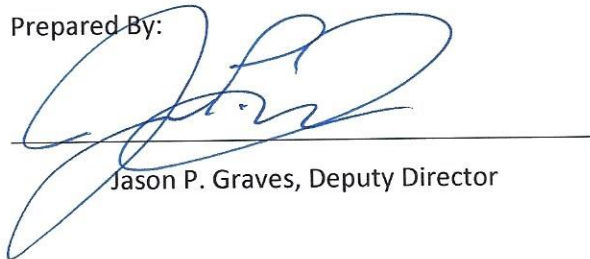
**C2019-142** – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was **Travel Expense Forms**. The Chair recognized Danielle Cordle. Ms. Cordle provided updates on the new travel expense form requirements.

The next item on the agenda was **NIC and NABBA Conference**. The Chair recognized Danielle Cordle. Ms. Cordle confirmed that she along with Sarah Hamrick, Susan Poveromo, and Jason Graves would be attending the 2019 NIC conference and that she along with Michael Belcher, Donnie Snyder, and Stacie Harper would be attending the 2019 NABBA Conference.

The Chair entertained a motion to adjourn the meeting. On motion duly made by Melissa Delaney and seconded by Susan Poveromo; the motion carried unanimously.

Prepared By:



Jason P. Graves, Deputy Director

7/30/19

Date

# FINANCIALS



Month/Year	Revenue	Expenses
April 2019	\$27,342.50	\$33,666.30
May 2019	\$28,701.25	\$59,388.47
June 2019	\$65,673.75	\$35,478.37

Appropriation	Budget for FY 2020	Expenses as of 7/8/2019
Employee Benefits	\$543,993.00	\$14,835.63
Expenditures	\$239,969.00	\$16,758.17

**CASH BALANCE AS OF 7/8/2019:**  
**\$221,328.63**