**West Virginia Board of Licensed Dietitians**

**Minutes**

**Board Meeting – October 4, 2017**

**723 Kanawha Blvd. East**

**Room 105 – Union Building**

**Charleston, WV**

**Members Present via Conference Call:** Peg Andrews, Susan Arnold, Grady Bowyer, Mary Kathryn Gould, and Joan Starliper

**Guests Present:** Richard McGinnis (WVAND Liaison)

**Call to Order**: The meeting was called to order at 4:07 PM by Peg Andrews, chair. A quorum was established.

**Administrative Assistant Position:** Board members have reviewed the resume of Marguerite Price and approved her to be interviewed by Peg Andrews and Grady Bowyer. Peg and Grady believe she would be a good fit to the board.

**Motion #1** to hire Marguerite Price was approved.

**Month to Month Lease**: The lease for WVBOLD current office space expired October 1. A month-to-month leases has been proposed to stay in this location while searching for a new location. The proposed month-to-month lease will run through March 31, 2018 at the latest. WVBOLD will continue to pay $138/month for the rooms and $70/month for parking.

**Motion #2** to accept the month-to-month lease was approved.

Peg and Grady have looked at two locations already and will soon be looking at a third. The board agrees the cost should be kept to no more than $300/month for the room and one parking space. Locations outside Charleston like South Charleston and Belle may need to be considered.

The meeting was adjourned at 4:32 PM.

Respectfully submitted,

**Mary Kathryn Gould**

Mary Kathryn Gould, EdD, RDN, LD

WVBOLD Secretary

APPROVED 11/9/2017