West Virginia Board of Licensed Dietitians
Date: June 16, 2026, Time: 8:15am
Location: Zoom

Members Present:

Diane Keegan	Chairperson	
Jenni Jones	Vice Chair/Treasurer	
Jenna Boytek	Audit Committee Chair.	
Kelly Povroznik	Secretary	
Tammi Chapman	Administrative Assistant	Not Present
Linda St. Claire	WVBOLD Liaison	

I Call to order – A meeting of the WVBOLD was held by zoom on June 16, 2026. A quorum was formed. Diane Keegan called the meeting to order at 8:15am

II Diane made a motion to approve March 23, 2026, meeting minutes, Jenni seconded.

	General Session	
	Diane discussed the need for renewal reminder emails that hadn't been sent to all licensees in a timely manner. Diane talked about contacting the software upgrade vendor to get an update on the status.	
	Jenni discussed an update to the budget for the next fiscal year to include the additional personnel costs and software upgrade costs. Work on creating a report to compare line items from five years before current, including budget vs actual expenses, percent increase and fees focusing on the year the license fee was reduced.	

	General Session	
New Business		
Adjourn	•Diane made a motion to adjourn.	Jenni seconded
	Meeting Adjourned at 11:00am	