

**Bedford County Public Service Authority**

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# MEMORANDUM

**To:** PSA Board of Directors  
**From:** Brian Key – Executive Director  
**Date:** February 21, 2012  
**Re:** Notice of Board Meeting and Agenda

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A regularly scheduled meeting of the Board of Directors of the Bedford County Public Service Authority will be held on **Tuesday, February 21, 2012 at 7:00 p.m.** in the **Board Meeting Room** of the PSA located in the **Annex** building at **1723 Falling Creek Road in Bedford County**. The following Agenda is proposed for discussion:

1. Call to Order
2. Welcoming new board member
3. Review of Agenda
4. Public Comments
5. Approval of Minutes: January 17, 2012 – Regular Board Meeting
6. Financial Report: Presented by Jill Underwood
  - a. Financial Statements through month end January 2012
7. Director's Report: Presented by Brian Key
  - a. Personnel Committee Summary
    - i. Resolution 201202-03: Strategic Plan / Annual Report
    - ii. Supplemental Salaries
    - iii. Resolution 201202-01: Health Insurance
  - b. Resolution 201202-02: Engineering proposal for Smith Mountain Lake WTP
  - c. Project Activity Reports
  - d. Customer Service Statistical Summary
8. Closed session to review personnel issues pursuant for Section 2.2-3711 A. 1. of the Code of Virginia, 1950, as amended.
9. Other business not covered on the above agenda
10. Motion to Adjourn