A regular meeting of the Board of Members of Rapidan Service Authority was held on December 20, 2012 at the Stanardsville Town Hall, Stanardsville, VA.

Chairman Hoffman called the meeting to order at 2:00 PM. A quorum was established.

Present:	Members:	Coppage, Frydl, Frame, Hoffman, Tate
	Staff:	G.M. Pattie, Asst. G.M. Clemons, Director of Projects Clements
	Attorney:	V.R. Shackelford III
Absent:	Member:	Wilson

Minutes of the November 15, 2012 meeting were approved on a motion by Frame, seconded by Coppage and passed with the following vote: Coppage aye, Frydl abstain, Frame aye, Hoffman aye, Tate aye.

G.M. Pattie informed the Board that Troy Coppage has been reappointed for another four year term.

Next on the agenda was Budget FY 2013. After discussion, G.M. Pattie requested Board approval on the proposed budget. Frame made a motion to approve the budget as presented, Tate seconded and motion passed with the following vote: Coppage aye, Frydl aye, Frame aye, Hoffman aye, Tate aye. Staff also recommended the Board approve bonuses for employees for FY 2012. Frydl made a motion to pay employees bonuses, Coppage seconded and motion passed with the following vote: Coppage aye, Frydl aye, Frame aye, Hoffman aye, Tate aye.

G.M. Pattie informed the Board that RSA received The Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) FYE 2011.

Frame made a motion that RSA provide a quarterly statement in Board packages with regard to where expenditures stand in relation to the operating budget, instead of the monthly listing of paid expenditures. There was discussion among staff and Board members. There was no second on motion.

Expenditures for the month of November 2012 were approved on a motion by Coppage, seconded by Frydl and passed with the following vote: Coppage aye, Frydl aye, Frame aye, Hoffman aye, Tate aye as evidenced by checks:

87468 – 87701	Totaling	$421,658.06
Total includes payroll	11/09/12	47,374.75
	11/23/12	47,214.98

The meeting was adjourned at 2:29 PM.

Chairman