



Board of Director's Meeting Minutes

August 24, 2017	6:00 PM	District Office
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Call to Order	Board Chair Eddie Harris welcomed the members and called the meeting to order.
Approval of Agenda	<p>Eddie asked for additions to or a motion to approve the Agenda.</p> <p>Motion by Kevin Austin to approve the Agenda Second by Richard Lasky Motion Carried</p>
Invocation Memorials/ Remembrances	<p>Chaplain, Mike Crouse gave the invocation and asked that we remember staff and Board members who were ill or had recently lost loved ones.</p> <p><u>Board:</u></p> <ul style="list-style-type: none"> ➤ Jimmy Walker – son is doing well after surgery and back at work ➤ Mickey Cartner – Mickey and wife are having health issues ➤ Cindi Dixon – father-in-law passed away on 7/26/17 ➤ Mike Crouse – having health issues ➤ Sylvia Jessup – brother Colonel Sergeant Major Richard Jessup hospitalized ➤ Robert Strickland – previous board member home from hospital <p><u>Staff:</u></p> <ul style="list-style-type: none"> ➤ Evelyn Thompson – former Head Start Bookkeeper and wife of Surry County Manager Dennis Thompson passed away on 8/12/17 ➤ Ashley Holder – former Head Start Teacher passed away on 8/22/17 ➤ Maribel Garcia – Migrant Head Start Teacher, father passed away on 7/21/17 ➤ Larry Parsons – husband of Jessie, who works for Domestic Violence passed away this morning
Attendance	Terry Arellano, Staff Recorder called the roll in the absence of Sylvia Jessup, Secretary. A Quorum was met with 16 of 24 active members in attendance. A Quorum must meet the requirements of 50% of the membership.
Approval of Minutes	<p>Eddie asked for a motion to approve the June 22, 2017 Board Minutes.</p> <p>Motion by Ernest Lankford to approve the minutes Second by Kelly Craine Motion Carried</p>
Seating of New Representative Low Income Sector Yadkin County	<p>Seating of Representative</p> <p>Eddie Harris asked Yolanda Saffo, Migrant Head Start Director, to introduce Catalina Campechano to the board members. Catalina has a child enrolled in the Migrant Head Start program and she is representing the Migrant Policy Committee and will be replacing Alicia Vera-Trujillo. Eddie asked for a motion to seat the new Board Member.</p>

	<p>Catalina Campechano 416 Turner Court, Apt.#58A Elkin, NC 28621 Phone: 336-401-1179 Public Sector (Low Income) Term Ends: 2019</p> <p>Motion by Mark Jones to seat the new Board Member Second by Richard Lasky Motion Carried</p>
Introduction of Staff & Guests	The staff and guests introduced themselves to the Board.
Recognitions	<p>The following staff and Board members were recognized for length of service and were awarded service pins.</p> <p><u>5 Years</u></p> <ul style="list-style-type: none"> ○ Libby Snow, DV ○ Tasha Gordon, DV <p><u>10 Years</u></p> <ul style="list-style-type: none"> ○ Sammie Clement, CTP <p><u>20 Years</u></p> <ul style="list-style-type: none"> ○ Daphne Cothren, CTP ○ Donna Amos Snow, CTP
Executive Director Report	<p><u>Executive Director Accomplishment Report:</u> You have my report in your packet. Some things that I wanted to mention:</p> <ol style="list-style-type: none"> 1. The agency bi-annual Self-Assessment is in process and we can plan to assess the governance piece in October. 2. Cindi Dixon has resigned her position as board member and Kathy read her letter to the board. We will certainly miss Cindi and appreciate all that she has done for us! This position is a Yadkin County Low-Income sector position, which means her replacement will have to live in a low income area and be democratically elected through our HS Policy Council. We can also expect to seat a new HS parent in October. 3. HS mandates that we have one (1) board member with a background and expertise in fiscal management or accounting. This person has been Commissioner Terry Renegar who we've used as a consultant and not as a voting board member to meet this mandate. Since Terry is no longer participating on our finance committee, I am proposing that we name another current board member with this kind of background to fill this spot. <p>After some discussion the board agreed that Jim Brown could fill this position.</p> <ol style="list-style-type: none"> 4. The RSVP and Jonesville Senior Center Managers have been hired <ul style="list-style-type: none"> ○ Kathy invited Lisa Money to say a few words. Lisa reported that Sandra Johnson has

been hired as the Yadkin Valley Senior Center manager. Sandra has a Master's Degree in human services and Christian Counseling from Liberty University and has a background in DSS and mobile crisis. Missy Whitaker has been hired as the new RSVP manager. Missy comes to us with a bachelor's degree in human services and a background in DSS.

5. Orientation – We had a mini Refresher Orientation back in October of 2016. Our records show that all board members have been orientated, with the exception of Catalina and we'll get that on the calendar. We do need to update our annual assurances, so we ask that you **please re-sign** the Code of Ethics, Confidentiality and Conflict of Interest Statements and return them to one of our staff.
6. The Bylaws were passed out to each Board member that included all recent updates.

What to look out for in your packets: Within the finance minutes, we are recommending your approval for the TSP Operations Budget, a lease for TSP office in Davie County, and a loan for the purchase of lease cars to the PTRC.

Thanks

- Thanks to Ernest, Jimmy, and Stokes County for some additional county funding and for their very extensive help with the Danbury Head Start classroom.
- Thanks to Kevin Austin for being a speaker at our upcoming DV Candlelight Vigil on October 3rd
- Board Chair Eddie Harris – for being available for many contract signatures
- Board member and Commissioner Larry Johnson for offering to spearhead our agency fundraising committee.
- Kathy stated that Larry would like to have 1 or 2 volunteers from each County, and asked if anyone would like to volunteer to serve on the Fundraising committee, and the following people volunteered:
 - Mark Jones, Davie County
 - Kelly Craine, Stokes County
 - Marion Welborn, Yadkin County
- Kathy said Larry stated he thought the goal should be \$10,000, and the first fundraising event would be in March or April 2018.
- The first meeting date for the Fundraising committee will be October 12, 2017 at 6:00 PM at the District Office.

Committee Council Reports

Executive Committee

Eddie Harris reported that the Executive Committee went into **closed session** on June 22, 2017, after the regular board meeting to discuss the Executive Director, Kathy Payne's performance evaluation and compensation. Per our Bylaws, the Executive Committee completed her evaluation and came to a majority vote on both the evaluation and compensation.

Planning & Evaluation Committee

Kevin Austin said they needed an approval for the June 22, 2017 minutes. Eddie asked if there were any questions and there were none. Eddie asked for a motion to approve the minutes.

Motion by Dr. Edward Stevens to approve the minutes
Second by Mark Jones
Motion Carried

Kevin Austin said at tonight's P&E meeting they discussed the Canon Foundation Grant to replace roofs on

several of our structures and turned the discussion over to Kathy. She said the Canon Grant was for \$90,000 and we came in under budget and have \$18,889 remaining, and we would like to propose to fix the shingled part of the roof of the District Office. Kathy said she discussed this with Rick Seibert, Finance Director and he thinks he can find some other unrestricted cash to add to the grant money, because it will cost approximately \$25,000. Of course, this would need approval by the Cannon Foundation if the board approves the use of the surplus for this project. We will make the request if it is the pleasure of the board. Kevin Austin said he assumed if they don't approve they would expect their money back and Kathy said she thought so. Eddie Harris asked if this was our most compelling need. Kathy said yes. Eddie asked the board what was their pleasure.

Motion by Ernest Lankford to replace the shingled roof the district office pending approval by the Cannon Foundation.

Second by Beverley Essick

Motion Carried

Finance Committee

Jim Brown stated they had a great meeting on August 8, 2017, and the minutes needed approval. Eddie asked if there were any questions and there were none. Eddie asked for a motion to approve the minutes

Motion by Richard Lasky to approve the minutes

Second by Marion Welborn

Motion Carried

Personnel Committee

Richard Lasky said the meeting was cancelled due to not having a quorum.

Eddie announced that Program/Policy Advisory Councils and Statistical Reports were included in the packet for information only.

Other

Renewal Grant – Migrant Head Start, Yolanda Saffo

Yolanda Saffo requested approval to submit the renewal Migrant Head Start grant application for the 2018-2019 fiscal year in the amount of \$398,165. Eddie asked if there were any questions and there were none. Eddie asked for a motion to approve the renewal grant.

Motion by Kelly Craine to approve the MHS Renewal Grant for FY 2018-2019

Second by Mike Crouse

Motion Carried

New Grant – EBSC to Walmart – Lisa Money

Lisa Money said East Bend Senior Center (EBSC) Manager; Rhonda Beavers requests approval to apply for a \$5,000 Walmart Grant for senior center activities. Eddie asked for a motion to approve to apply for the grant.

Motion by Mike Crouse to approve to apply for the \$5,000 Walmart Grant.

Second by Kevin Austin

Motion Carried

Meals on Wheels Raffle Drawing

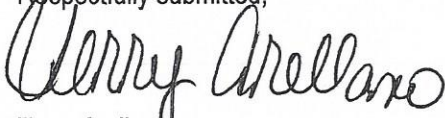
Lisa Money said they stopped selling tickets for the raffle on July 31, 2017 to be in compliance with all of the United Fund black-out dates and they have cleared \$1,895 from the fundraiser, so we need to draw the

	winning ticket. Terry Arellano drew the winning ticket and the winner was Josh McCroskey.
ard Development	<p>Kathy told the Board members they may remember Tara Wallace-Boone, who gave testimonial at our Christmas Board meeting and shared her story of triumph with the CSBG program. Since then we have hired Tara as a CSBG Success Coach. We've sent her out for training and she became a certified COPE Cost of Poverty Experience and Bridges out of Poverty Facilitator. She and the CSBG team have been on the road in our communities sharing this insightful information about poverty. Word has traveled and we're now getting requests from School Systems, Smart Start's, etc. for this training. The CSBG team just finished up a 2 day training for Elkin City Schools Educators. As you may hear about this out there, we wanted you to have the opportunity to converse about it when asked.</p> <p>We are very proud of Tara and have recognized that she has a gift and can light up a room. In the near future, Tara will assume a dual role and become YVEDDI's Marketing Ambassador to help us with public relations.</p> <p>We are very excited about ALL of this and hope you enjoy this trimmed-down version of this training that she and the CSBG Team is presenting especially for you!</p> <p>Tara thanked Kathy and informed the Board members that she has received positive feedback on this training and it helped them better understand why people in poverty sometimes act the way they do. The Elkin City Schools experience was a featured article on the front page of the local newspaper and on their Facebook page.</p> <p>Tara led the board and staff through the poverty simulation experience. The board members were given actual family situations and each family experienced how to solve problems such as transportation, housing, food, etc.</p> <p>Several board members later commented that it was one of the most impactful experiences they had ever had. Once such comment came from a former educator with 50+ years of experience. The CSBG team was proud to have offered this experience.</p>
Adjournment	<p>Eddie asked for a motion to adjourn.</p> <p>Motion by Suzanne Wright to adjourn Second by Kevin Austin Motion Carried</p>

The meeting adjourned at 7:25 pm

Next Board Meeting: October 26, 2017

Respectfully submitted,



Terry Arellano
Staff Recorder

Board Members				Staff/Guests
August 24, 2017	Present	Absent	Excused	
Kevin Austin	X			Regina Chappell
Jim Brown	X			Linda Trivette
Catalina Campechano	X			Brent Trivette
Mickey Cartner			X	Tommy Eads
Kelly Craine	X			Lisa Money
Mike Crouse	X			Jeff Cockerham
Cindi Dixon			X	Elisha Harris
Beverley Essick	X			Rick Seibert
Wayne Frye	X			Yolanda Saffo
Shinee Garcia		X		Terry Arellano
Eddie Harris	X			Kevin Edwards
Debra Jessup		X		Dawn Cheek
Sylvia Jessup			X	Tara Wallace-Boone
Larry Johnson			X	Claire Chandler
Mark Jones	X			Beth Casto
Shelby King	X			Kathy Payne
Ernest Lankford	X			
Richard Lasky	X			
Jo Ann Layell	X			
Mary Olvera	X			
Edward Stevens	X			
Jimmy Walker		X		
Marion Welborn	X			
Suzanne Wright	X			