



Board of Director's Meeting Minutes

February 27, 2020	6:00 PM	District Office
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Call to Order	Board Chair Mickey Cartner welcomed everyone and called the meeting to order.
Approval of Agenda	<p>Mickey asked for additions to or a motion to approve the agenda.</p> <p>Motion by Suzanne Wright to approve the agenda Second by Larry Johnson Motion Carried</p>
Invocation Memorials/ Remembrances	Chaplain Mike Crouse gave the invocation and asked that we remember an unusually large number of staff and Board members who were ill or recently lost loved ones.
Pledge of Allegiance	Mickey asked Vice Chairman Eddie Harris to lead the group in reciting The Pledge of Allegiance.
Attendance	Sylvia Jessup, Secretary, called the roll. A Quorum was met with 17 of 23 active members in attendance. A Quorum must meet the requirement of 50% of the membership.
Approval of Minutes	<p>Mickey asked for changes to or a motion to approve the December 19, 2019 minutes. Mickey asked if there were any questions and there were none.</p> <p>Motion by Sylvia Jessup to approve the minutes Second by Larry Johnson Motion Carried</p>
Seating of New Representative Low-Income Sector Stokes County	<p><u>Seating of Representative</u></p> <p>Mickey said on the agenda we have a seating of a new board member and that person is Carolyn Carrier. Her address is listed and she's replacing Beverley Essick. Mickey said he needed a motion to accept.</p> <p>Carolyn Carrier 1105 Gunsmoke Rd. Tobacoville, NC 27050 No Email Address 336-999-2860 Representing Low Income Sector Term Ends: 2022</p> <p>Motion by Marion Welborn to seat the new Board member Second by Kelly Craine</p>

	Motion Carried
Introduction of Staff & Guests	The staff and guests introduced themselves to the Board
Recognitions	<p>The following board and staff members were recognized for length of service and were awarded a service pin.</p> <p><u>5 Years</u></p> <ul style="list-style-type: none"> ○ Alan Moxley, OAA <p><u>10 Years</u></p> <ul style="list-style-type: none"> ○ Regina Chappell, CSBG <p><u>15 Years</u></p> <ul style="list-style-type: none"> ○ Zandrea Stevens, CTP ○ Jimmy Walker, Board
Executive Director Report	<p>Good evening and thanks to each of you for being here tonight. I hear you had a good December meeting, even without your ED, Chair, and Vice Chair who were out due to sickness. Kathy thanked Rhonda and Jim for carrying on with business in their absence.</p> <p><u>Executive Director Accomplishment Report:</u> You have the ED report in your packet. Some additional things we want to mention:</p> <ol style="list-style-type: none"> 1. February is when we try to replenish our Cheer and Memorial funds. Employee payroll deductions come out this month for this fund. Many of you already donate your mileage for each meeting. But if anyone would like to give a donation, we will pass around a tray. 2. Kathy stated the Board member Demographics form was at your table and for each member to complete one. 3. Kathy reported that our agency attorney Greg Matthews has some recommended changes for the bylaws. Kathy proposed that she modify them according to Greg's handwritten changes and send them back to Greg for confirmation of accuracy and then to the board for approval in April. All member concurred. 4. Kathy reminded everyone that April is the annual board meeting and that we should: <ul style="list-style-type: none"> ○ Be thinking about the officer elections ○ We have 8 board members whose term will expire ○ Letters have been sent to County Managers asking the commissioners to reappoint our existing commissioner members ○ For the remaining members whose term expires, there are forms at your seat asking if they are willing to do another term. <p><u>Water Tower</u></p> <ul style="list-style-type: none"> ○ Kathy reported that in 1995 YVEDDI wrote a grant to the Dept. of Agriculture for the construction of a Water Tower to be used for fire water storage in Yadkinville for a machine shop business owned by Chad Eller ○ Having the tower was supposed to create 15 jobs over the term of the lease ○ The lease was for 20 years and expired 2015

	<ul style="list-style-type: none"> ○ We reached out to Chad Eller in 2015 with Chamber Director Bobby Todd's help and learned Mr. Eller was no longer the owner and the contact trail ended there ○ This week Yadkin County Manager Lisa Hughes emailed me to gather information about the water tower and connected us to the new owner, Mr. Vann Winslow with Briggs Shaffner, who wishes to purchase from us so they can proceed with their plans to the connect to Town water system. ○ Mr. Winslow offered to cover the related attorney fees ○ I propose that we proceed as originally planned and sell for \$1.00 ○ This will allow us to get the tower off our books and insurance <p>Mickey asked if there were any questions and there were none. Mickey asked for a motion to sell the water tower.</p> <p>Motion by Eddie Harris to sell water tower Second by Larry Johnson Motion Carried</p>
<p>Board Development</p>	<p>A. <u>Head Start Eligibility Criteria Rating Scale – Jessica Smith, Family Community Partnership (FCP) Coordinator</u> Family Community Partnership Coordinator, Jessica Smith discussed the eligibility rating system for the families most in need. Our staff and Policy Council has to update these guidelines every year to follow along with the federal poverty guidelines. Jessica explained the rating system in detail so everyone could understand how it worked. These guidelines are used to determine families' eligibility.</p> <p>Jessicca said on the bottom of the page you will see another chart and that's our risk factors. If two families come in and have the same income, we use the risk factors and the eligibility rating system to determine the number of points, which would show what family would be selected. Jessicca asked if there were any questions. Ana Flores-Cortez asked who decided the points and Jessicca said the staff and parents on the Policy Council, and the Head Start Training and Technical Assistance group from Head Start which has provided guidance in the past. Ana asked if it was revised every year and Jessicca said yes. Marlana Riley asked how do you obtain the eligibility information. Jessicca said the families complete a needs assessment at the time enrollment. This could be during recruitment fairs, or orientation. We ask for this information for eligibility purposes and to follow up with appropriate resources. Jessicca asked for other questions and there were none.</p> <p>B. <u>Head Start Mid-Year Child Outcomes – Tracy Speight, Education Coordinator</u> Education Coordinator, Tracy Speight discussed the Mid-Year Child Outcomes report. She said we gather this information twice a year and tonight we're going over the results of our second assessment. Tracey gave some background on why they perform the Mid-Year Outcomes. She said they strive for school readiness and most people think it's reading and writing, but that's not true. The big thing now is social and emotional domains. She said our children need to be socially and emotionally ready to go to school then everything else will fall into place. Tracy said this data is shared with parents and we use the information to inform individual learning plans with the staff to help the children bring their outcomes up. Tracy discussed the Mid-Year Outcomes chart in detail and showed the percentages of what the children were meeting, exceeding and where they were below. Jimmy Walker asked what is meant by the term 'emerging' and Tracy said they are starting it, but not there yet so they're</p>

emerging. Tracy asked if there were any other questions and there were none.

**Committee
Council Reports**

Planning & Evaluation (P&E) Committee

Kathy said we had a quorum and a good meeting. We delivered our Annual Report for the year ending June 2019 for a take home review. If we have no changes, we plan to ask for board for approval at our next meeting. We discussed the Head Start reports and Self-Assessment. We didn't have any minutes to approve because they were all approved at the December meeting. We have accomplished goal number 4 on our Strategic Plan in that we have contracted with a professional to complete our Community Assessment. The consultant's name is Scott Howell from Georgia and our CSBG program have funds allocated to pay for his services.

Personnel Committee

Richard Lasky said we discussed salaries and the recent wage comparability study. We have some people that are really low and we agreed to bring them up to wage comparability over a 3-year period. Some areas need to increase pay to hire help. Janet added that we also need approval on the salary schedule.

Motion by Mike Crouse to approve the Salary Schedule

Second by Ana Flores-Cortez

Motion Carried

Larry asked what the average entry pay was for an employee, and Kathy said \$9.00 for a driver. Larry said he didn't know how the agency gets them for that. Kathy said that's part of the problem, and that 68 people left their jobs this past year and we only employee just over 200 people.

Mickey asked for a motion to approve the minutes.

Motion by Sylvia Jessup to approve the minutes

Second by Jim Brown

Motion Carried

Finance Committee

Jim Brown said the minutes in the Board packet covered everything in the meeting and financially we're going in the right direction. Jim asked Finance Director, Chris Fowler if there was anything he wanted to add and Chris said no. Mickey asked for a motion to approve the minutes.

Motion by Marion Welborn to approve the minutes

Second by Richard Lasky

Motion Carried

Fundraiser

Larry Johnson said we met at the Finance meeting and decided to have our fundraiser on April 25, 2020. This year we have chosen Gospel and Bluegrass music, we have the Ben & Eric Marshall band; we have local Jonathan Bledsoe from Dobson, and the New Hope Trio confirmed. The fundraiser time will be from 2-5. We also discussed having craft booths this year and charging \$25 per table.

We want to have food and we need volunteers for the food and hope to get a lot of it donated. The purpose of our fundraiser is according to our grants one of the questions is "How does the Board

	<p>operate and do they support, and do they have fundraisers?” So now, we have two reasons to have a fundraiser, which is showing Board support and to raise money to help YVEDDI.</p> <p>Larry said we’re going to do \$10.00 tickets again and that’s for your admission into the event and enters you into drawings and prizes. There will be 4 drawings at \$75 and the last one of the day will be \$400. We have 2 guarantees from Board members Larry Johnson and Mickey Cartner to sell 100 tickets each.</p> <p>Janet said we received \$500 from Hill, Chesson & Woody (Gallagher) and \$1500 from Surry Insurance. Larry said we’re going to have very little expenses on this fundraiser. He asked how many YVEDDI locations we had and Kathy said approximately 21. Larry said that’s 21 locations that could possibly help sell tickets. Kathy said we have some grants that will not allow fundraising.</p> <p>Marion Welborn said as big as YVEDDI is we should be able to sell at least 2,000 tickets. Larry said what we can do is just sell as many tickets as possible and we will sell them at \$10.00 per ticket with 10 tickets in a book. He said if we can get the word out we can sell more tickets. Larry said if you put out posters and flyers people need to know where they can buy tickets.</p> <p>Kathy said if anyone wants to rent a craft booth, they can call her or Janet. Larry said he thinks a silent auction would also be a good idea. Larry said we will meet 2 days before the fundraiser to turn in the ticket money. Mickey asked when we would be getting tickets. Larry said we will get tickets approximately the middle to the third week of March.</p> <p>Sylvia asked where the gospel groups were from and Larry said Surry County. Sylvia asked why we only have three groups and Larry said he was open to have more groups come and perform. Sylvia said she knew 2 groups that she will call them to ask them to perform at the Fundraiser. Larry asked Sylvia to contact Kathy to let her know if the two groups were coming to perform. Mickey asked for a motion to have the fundraiser without the car show.</p> <p>Kathy said our Seniors are excited about donating cakes and desserts for the fundraiser.</p> <p>Motion by Kelly Craine to approve the fundraiser Second by Marion Welborn Motion Carried</p>
Program Committees Councils	<ul style="list-style-type: none"> ○ Minutes – for information only
Program Statistical Reports (December 2019 – January 2020)	<ul style="list-style-type: none"> ○ Reports – for information only
Other	<p><u>Head Start Refunding Application – Rhonda Wrenn</u> Head Start Director, Rhonda Wrenn said she would like us to look at the Self-Assessment Program Improvement Plan presented earlier to the P&E Committee, and asked us to look on page 65 of the Board packet. This is our Head Start Program Improvement Plan (on pages 41-42 of</p>

	<p>the P&E packet). Rhonda said this Program Improvement Plan shows the findings, how we're going to fix it, who's going to do it along with a timeline. It looks extensive but our program went without a facility coordinator for almost a year and a half. All the safety issues have been fixed. This program improvement plan is also submitted with our grant that's due next month. Rhonda asked for approval of the plan. Mickey asked for a motion.</p> <p>Motion by Sylvia Jessup to approve the HS Self-Assessment Program Improvement Plan Second by Marion Welborn Motion Carried</p> <p>Head Start Director, Rhonda Wrenn said you all received a handout on your table in reference to the Head Start Annual Refunding Application. The application is for \$2,636,392 and along with this grant we incorporate five year goals listed on the handout. Rhonda discussed the goals and objectives in detail. Mickey asked for a motion to approve the submission Head Start Annual Refunding Application.</p> <p>Motion by Richard Lasky to approve the Head Start Annual Refunding Application Second by Suzanne Wright Motion Carried</p>
Adjournment	<p>Mickey asked for a motion to adjourn.</p> <p>Motion by Sylvia Jessup to adjourn Second by Richard Lasky Motion Carried</p>

The meeting adjourned at 7:20 PM

Next Board Meeting: April 23, 2020

Respectfully submitted,

Sylvia Jessup
Secretary

Terry Daniels
Staff Recorder

Board Members				Staff and Guests
February 27, 2020	Present	Absent	Excused	
Jim Brown	X			Rhonda Wrenn
Mickey Cartner	X			Lisa Money
Kelly Craine	X			Linda Trivette
Mike Crouse	X			Regina Chappell
Ana Flores-Cortez	X			Tracey Speight
Wayne Frye			X	Jessicca Smith
Eddie Harris	X			Janet Phillips
Michael Hunt		X		Chris Fowler
Debra Jessup	X			Jeff Cockerham
Sylvia Jessup	X			Kathy Payne
Larry Johnson	X			Terry Daniels
Mark Jones			X	
Shelby King	X			
Richard Lasky	X			
Jo Ann Layell	X			
Mary Olvera		X		
Marlana Riley	X			
Dr. Edward Stevens			X	
Rebecca VanHoy			X	
Jimmy Walker	X			
Marion Welborn	X			
Suzanne Wright	X			
Jamie Yontz	X			
Carolyn Carrier			X	