



Board of Directors Meeting Minutes

December 14, 2023	6:00 PM	Location: YRC – Mt. Airy, NC 27030
-------------------	---------	------------------------------------

Call to Order	Chairman, Mickey Cartner welcomed everyone and called the meeting to order.														
Approval of Agenda	<p>Mickey Cartner asked for additions to or a motion to approve the agenda.</p> <p>Motion by Larry Hayes to approve the agenda Second by Tom Bachmann Motion Carried</p>														
Invocation Memorials/ Remembrances	Transportation Director, Jeff Cockerham gave the invocation and asked that we remember staff and Board Members who were ill or recently lost loved ones.														
Ottenweller Owner	Gary Ottenweller said he along with his brother and sister owned the building and they're all very happy the space is being put to good use. He did not know about the agency until he met our Executive Director, Kathy Payne, and very happy that YVEDDI is in the building and helping our community.														
Attendance	Staff Recorder, Terry Daniels called the roll. A Quorum was met with 11 of 22 members in attendance. A Quorum must meet the requirements of 50% of the membership.														
Approval of Minutes	<p>Mickey Cartner asked for changes to or a motion to approve the October 26, 2023 minutes. He asked if there were any questions and there were none.</p> <p>Motion by Suzanne Wright to approve the minutes Second by Tom Bachmann Motion Carried</p>														
Seating (2) Board Members Low-Income Sector	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Sector</th> <th style="width: 20%;">Current</th> <th style="width: 20%;">New</th> <th style="width: 30%;"></th> </tr> </thead> <tbody> <tr> <td>Low-Income Sector – Yadkin Co. (Head Start Policy Council Rep.)</td> <td>Amy Bryant</td> <td>Christie Paschall</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Low-Income Sector – Surry Co.</td> <td>Vacant</td> <td>Amy Bryant</td> <td style="text-align: center;">Yes</td> </tr> </tbody> </table>			Sector	Current	New		Low-Income Sector – Yadkin Co. (Head Start Policy Council Rep.)	Amy Bryant	Christie Paschall	Yes	Low-Income Sector – Surry Co.	Vacant	Amy Bryant	Yes
Sector	Current	New													
Low-Income Sector – Yadkin Co. (Head Start Policy Council Rep.)	Amy Bryant	Christie Paschall	Yes												
Low-Income Sector – Surry Co.	Vacant	Amy Bryant	Yes												

	<p>Unfortunately, the Board members that we are seating were not able to attend the meeting tonight. Christie Paschall's father was admitted to the hospital. Mickey asked if there were any questions and there were none. He asked for a motion to seat Christie Paschall.</p> <p>Motion by Larry Hayes to seat Christie Paschall Second by Tom Bachmann Motion Carried</p> <p>Our former Board Representative, Amy Bryant is no longer a parent in our Head Start program, as her child has gone on to public school. However, she will remain on our Board and fill the vacancy of the Surry County Low-Income Rep. Mickey asked if there were any questions and there were none. He asked for a motion to seat Amy Bryant.</p> <p>Motion by Larry Hayes to seat Amy Bryant Second by Cliff Collins Motion Carried</p>
<p>Introduction of Staff & Guests Recognitions</p>	<p>The staff and guests introduced themselves to the Board.</p> <p>The following staff members were recognized for length of service and were awarded service pins:</p> <p><u>10 Years</u></p> <ul style="list-style-type: none"> ○ Reginald Nichols, CTP ○ Tammy Pendleton, CTP ○ Gregory Bruner, WEA
<p>Executive Director Report</p>	<p>Executive Director, Kathy Payne thanked 13 Bones for the delicious meal they provided tonight. She recognized Bristol Mitchem, Carolyn Gentry, Tom Beckom, and Terry Daniels for all the preparations they made for the meeting tonight.</p> <p>Kathy welcomed everyone and thanked them for being with us tonight! She stated my Accomplishment Report is in your Board packet and shared the following:</p> <p>Outstanding FRC Rent monies owed to YVEDDI are:</p> <ul style="list-style-type: none"> ● Birches Foundation \$8,889.92 ● Goodwill \$1,626.46 ● Jones Alumni \$100.00 ● Lyn's Medical Closet \$548.45 ● Faith Deliverance \$2,969.93 <ul style="list-style-type: none"> ● The YVEDDI Staff contributed \$14,940 to the United Fund Campaign for the 2024 calendar year. Way to go staff!! ● The Weatherization program was monitored by the NC Department of Environmental Quality in November and I am delighted to report that there were <u>NO FINDINGS</u> in spite of being 50% short of crewmen all year.

- The PTRC completed their monitoring of the Senior Services Nutrition, Transportation, and Legal programs yesterday (12/13) and there were **NO FINDINGS!!**
- **Today's Bank Balance is \$2,173,738.09**
- Our Indirect Cost Proposal submitted in June has been approved by the Dept. of Health and Human Services. The new approved **Indirect Cost Rate of 12.9%** will begin 7/1/24.
- YVEDDI Resource building, fire, sanitation, and Licensing **inspections** were completed on 11/9/23. It took Pinnacle Moving Company 4 days to move us finishing up on 11/17/23. I'm looking forward to taking you around for a tour after the meeting.
- We have a planning committee established for the YRC **Open House**. Our event date is being planned for Friday, January 19 from 1 – 3 pm. We will have door prizes, refreshments, a live broadcast from WPAQ/WSYD, and will have a mock check presentation from Food Lion per their partnership with Meals on Wheels of America for the \$20,000 we received for the upfit of this building.
- Our final report to the Cannon Foundation was submitted on Monday (12/11). The report included challenges and successes with the renovations project, how the foundation's contributions were used for the upfit, and I uploaded some pictures to showcase the process.
- I am happy to report that we have 2 agencies who are in the process of contracting with us to rent 4 offices here at the YRC. Watauga Opportunities and Goodwill

Services Through November – All Counties

- ✓ 285 served in Head Start in preparation for Kindergarten,
- ✓ 839 victims of Domestic Violence
- ✓ 33 people served by CSBG program to enhance employability
- ✓ 86 people have received Weatherization assistance
- ✓ Senior Services: (OCT)
 - 23,550 homebound meals served
 - 3,227 congregate meals served,
 - 1,990 medical and general transportation trips provided,
 - 82 seniors received legal assistance.
 - 3,565 cumulative attendance for 5 senior centers
 - 515 seniors have volunteered 5,944 hours in their communities, and we have
- ✓ Made over 46,140 trips to transport people to school, work, or medical appointments

Success Story From Yadkin Valley Senior Center:

*One of our clients was underweight when he started receiving meals. When called for his annual update last week, he reported that he has gained weight and he now calls his weekly meals his **HAPPY MEALS**. 😊*

Committee Council Reports

Planning & Evaluation

Committee Chair, Tom Bachmann said the December P & E Committee meeting was canceled, but we need approval for the October 26, 2023 minutes that are included in your packet. Mickey asked for any discussion and there was none. He asked for a motion to approve the minutes.

Motion by Larry Johnson to approve the Planning & Evaluation minutes

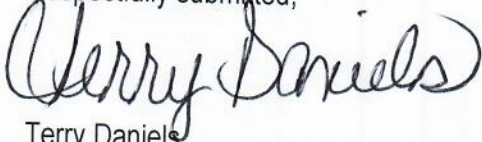
Second by Tom Bachmann

Motion Carried

	<p><u>Personnel Committee</u> The December Personnel Committee meeting was canceled due to no business.</p> <p><u>Finance Committee</u> Committee Chair Jim Brown said everything was in the minutes and he had nothing to add. Mickey asked for any discussion and there was none. He asked for a motion to approve the minutes.</p> <p>Motion by Larry Hayes to approve the Finance minutes Second by Tom Bachmann Motion Carried</p> <p><u>TSP Drug Policy</u> Transportation Director, Jeff Cockerham said the NC Department of Transportation is requiring the YVEDDI Transportation Department to revise our drug and alcohol testing policy. This is in your Board packet on pages 39-50. Jeff said the Federal Transit Administration said we no longer have to specifically do urine testing for our drug and alcohol testing, we can do oral testing. He said this is where you can collect the salvia and send it off to the lab, but to do that the consultant firm issued a new drug testing policy and changed any references regarding urine specimen to "specimen", which will allow for oral fluid testing. Jeff said the State of NC has to approve (2) labs to send the specimens to but this has not been done by the state yet. Eddie Harris asked if we did background checks on our drivers, and Jeff said pre-hire and then twice a year. Mickey asked for any discussion and there was none. He asked for a motion to approve the drug policy.</p> <p>Motion by Larry Hayes to approve the Dug Policy Second by Cliff Collins Motion Carried</p>
<p>Program Committees Councils</p>	<p>○ Minutes – for information only</p>
<p>Other</p>	<p><u>United Fund Application – Domestic Violence / Sexual Assault</u> Domestic Violence / Sexual Assault Director, David Smith said he was requesting permission to apply for United Fund Applications in the following amounts and counties:</p> <ul style="list-style-type: none"> 1) \$9,000.00 Stokes County 2) \$12,000.00 Surry County 3) \$4,500.00 Yadkin Valley 4) \$3,500.00 Yadkin County <p>Motion by Cliff Collins to approve the United Fund Applications Second by Tom Bachmann Motion Carried</p>

Upcoming Meetings	Mickey announced the upcoming meetings in February, wished everyone a Merry Christmas, and invited everyone to tour the building and take home some of the leftover food.
	He asked for a motion to adjourn.
Adjournment	Motion by Eddie Harris to adjourn Second by Melissa Ledbetter Motion Carried
	The meeting adjourned at 6:45 PM

Respectfully submitted,



Terry Daniels
Executive Assistant

Board Members				Staff and Guests
December 14, 2023	Present	Absent	Excused	
Tom Bachmann	X			Terry Daniels
Jim Brown	X			Rhonda Wrenn
Amy Bryant			X	Tommy Eads
Mickey Cartner	X			Dawn Cheek
Brad Chandler			X	David Smith
Cliff Collins	X			Janet Phillips
Kelly Craine			X	Kathy Cartner
Pam Crouse			X	Kathy Payne
Benita Finney		X		Jan Zachary
Eddie Harris	X			Britt Shaw
Larry Hayes	X			Tom Beckom
Debra Jessup	X			Bristol Mitchem
Sylvia Jessup			X	Jeff Cockerham
Larry Johnson	X			Debby Cockerham
Shelby King			X	Alyssa Mitchem
Richard Lasky			X	Crystal Williams
Melissa Ledbetter	X			Isreal Williams
Angie Walker			X	Gary Ottenweller
Brent Ward			X	Regina Chappell
Natalie Williams	X			Mr. Ledbetter
Keith Wood			X	
Suzanne Wright	X			
Vacancies (2)				