



# Board of Directors Meeting Minutes

June 22, 2023	6:00 PM	District Office
<b>Call to Order</b>	Board Chair Mickey Cartner welcomed everyone and called the meeting to order.	
<b>Approval of Agenda</b>	<p>Mickey asked for additions to or a motion to approve the agenda.</p> <p><b>Motion by Amy Bryant to approve the agenda</b>  <b>Second by Larry Johnson</b>  <b>Motion Carried</b></p>	
<b>Pledge of Allegiance</b>	Board Treasurer Jim Brown led the group in reciting The Pledge of Allegiance.	
<b>Invocation Memorials/ Remembrances</b>	Board Chaplain Pam Crouse gave the invocation and asked that we remember staff and Board Members who were ill or recently lost loved ones.	
<b>Attendance</b>	Staff Recorder, Terry Daniels called the roll. A Quorum was met with 17 of 22 members in attendance. A Quorum must meet the requirements of 50% of the membership.	
<b>Approval of Minutes</b>	<p>Mickey asked for questions, changes, or a motion to approve the April 27, 2023 minutes. Hearing none</p> <p><b>Motion by Richard Lasky to approve the minutes</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p>	
<b>Presentation of the FY21-22 Audit</b>	<p>Ben Vance from Vance CPA, LLC presented the Fiscal Year 22 Audit Report as follows:</p> <p>The YVEDDI shows a net loss of a little over \$400,000. Net assets are 4.3 million with 2 million being restricted. The remaining funds were unrestricted.</p> <p>There is one finding in the financial statements being the override of internal controls by management. The Bank Statement and Elan Credit Card Statement reconciliations were behind and should be completed in a timely manner.</p> <p>Jan Zachary, Interim Finance Director stated a corrective action has been put in place for this finding. The Bank Statement and Credit Card Statements are</p>	



	<p>reconciled and up-to-date. Mickey asked for a motion to approve the FY 2022 Audit.</p> <p><b>Motion by Larry Hayes to accept the Audit as presented by Ben Vance Second by Amy Bryant Motion Carried</b></p>						
<p><b>Introduction of Staff &amp; Recognitions</b></p>	<p>The staff introduced themselves to the Board.</p> <p>The following staff members were recognized for their length of service and were awarded service pins:</p> <p><b><u>5 Years</u></b></p> <ul style="list-style-type: none"> <li>o Morgan Harrison, Weatherization</li> </ul> <p><b><u>15 Years</u></b></p> <ul style="list-style-type: none"> <li>o Crystal Smoot-Dulin, Transportation</li> </ul> <p><b><u>30 Years</u></b></p> <ul style="list-style-type: none"> <li>o Yolanda Lytton, Head Start</li> </ul>						
<p><b>Executive Director Report</b></p>	<p>Executive Director Kathy Payne greeted the members via Zoom and said she was under the weather and sorry that she couldn't be in attendance tonight.</p> <p>Just to make a couple of comments about the audit finding. Kathy stated that approximately one million dollars per month goes through our agency. While Jan and I strive for zero findings, looking at the big picture with sickness and staff shortages this is not so bad. We now have two people trained to do the bank and credit card reconciliations and we remain up to date.</p> <p><b><u>Accomplishments Report</u></b></p> <p>Kathy said her report is in the packet and asked if there were any questions. Hearing none she shared the following;</p> <p><b><u>Ottenweller Upfit - YVEDDI Resource Center Update:</u></b></p> <p>The update is included in the finance committee minutes. Since then, a lot more of the drywall is up.</p> <table border="0" data-bbox="402 1627 917 1753"> <tr> <td>Revenues received to date:</td> <td>\$168,400</td> </tr> <tr> <td>Total Project Cost</td> <td>\$569,942</td> </tr> <tr> <td>Payouts to date</td> <td>\$237,169</td> </tr> </table> <p>Larry Johnson reported that Surry County would be assisting with \$100,000 for the relocation.</p>	Revenues received to date:	\$168,400	Total Project Cost	\$569,942	Payouts to date	\$237,169
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	<p>Kathy reported that the state is looking a regionalizing the Weatherization program and that there would be more information to come on this.</p> <p>Today's Bank Balance is \$2,310,021.43</p>
<p><b>Board Development</b></p>	<p>Domestic Violence / Sexual Assault Director, David Smith gave a presentation on Human Trafficking and distributed some handouts. He described one incident about a Georgia girl that was only 13 years old who ran away from home in 2020 and was offered a ride by a stranger that sold her for drugs. David discussed the handouts in detail with the Board and emphasized that anyone can become a victim when it comes to Human Trafficking. People are trafficked for sex, labor, and drugs, and he explained the warning signs and the vulnerable communities, which are:</p> <ul style="list-style-type: none"> <li>• Appearing malnourished</li> <li>• Showing signs of physical injuries and abuse</li> <li>• Avoiding eye contact, social interaction, and authority figures/law enforcement</li> <li>• Seeming to adhere to scripted or rehearsed responses in social interaction</li> <li>• Lacking official identification documents</li> <li>• Appearing destitute/lacking personal possessions</li> <li>• Working excessively long hours</li> <li>• Living at a place of employment</li> <li>• Checking into hotels/motels with older males, and referring to those males as boyfriend or "daddy," which is often street slang for pimp</li> <li>• Poor physical or dental health</li> <li>• Tattoos/ branding on the neck and/or lower back</li> <li>• Untreated sexually transmitted diseases</li> <li>• Small children serving in a family restaurant</li> <li>• Security measures that appear to keep people inside an establishment - barbed wire inside of a fence, bars covering the insides of windows</li> <li>• Not allowing people to go into public alone, or speak for themselves</li> </ul> <p>It's a very sad problem that we have going on but if you see something, say something.</p>
<p><b>Committee Council Reports</b></p>	<p><b><u>Planning &amp; Evaluation</u></b>  Vice Chair, Natalie Williams, said she had nothing to add, we just needed to get approval of our minutes. Mickey asked if there were any questions and there were none.</p> <p><b>Motion by Jim Brown to approve the minutes</b>  <b>Second by Sylvia Jessup</b>  <b>Motion Carried</b></p> <p><b><u>Personnel Committee</u></b></p>



	<p>Committee Chair, Richard Lasky said they discussed the \$2.00 retention award for transportation drivers. He said they discussed the Juneteenth federal holiday and recommend the board offer this as a flexible holiday for employees that want to observe Juneteenth or use it for another day.</p> <p>Richard discussed a program called reading buddies for the Yadkin County Community. He said Boonville is a satellite office and will have 24 children and East Bend will have 28 children. This program will start on Monday, June 25, 2023. Richard said YVEDDI was providing transportation for these children and he wanted to thank the agency for helping the children. Mickey asked if there were any questions and there were none.</p> <p><b>Motion by Amy Bryant to approve the minutes</b>  <b>Second by Larry Hayes</b>  <b>Motion Carried</b></p> <p><u><b>Finance Committee</b></u>  Committee Chair Jim Brown said he was absent so he turned it over to the Vice-Chair, Larry Johnson. He said they discussed the auditor and getting a new one next year, next year's budget, cleared some bad debt off the books, and financially we look great. Larry said the agency needs to hire a permanent finance director because Jan is retired. Mickey said if anyone knows anybody qualified for the job to have them please contact the Human Resource Director Janet Phillips. Mickey asked if there were any questions and there were none</p> <p><b>Motion by Brent Ward to approve the FY 23-24 Budget</b>  <b>Second by Kelly Craine</b>  <b>Motion Carried</b></p> <p><b>Motion by Amy Bryant to approve the minutes</b>  <b>Second by Larry Hayes</b>  <b>Motion Carried</b></p>
<b>Program Advisory Councils</b>	<ul style="list-style-type: none"> <li>○ Minutes – for information only</li> </ul>
<b>Program Statistical Reports</b>	<ul style="list-style-type: none"> <li>○ Minutes – for information only</li> </ul>
<b>Other</b>	<p>Retiring CSBG Director Regina Chappell addressed the Board.</p> <p>I am always looking for an opportunity to talk about YVEDDI and the CSBG Program. I want to share some of my journey with you.</p>



I have decided to retire on June 30, 2023. I will walk away from my position as CSBG Director knowing that I have made a difference in many lives and shaped a staff and a program that is fully prepared to come face to face with any issues of the under resourced people in our four county communities

A little history for you before I go.

- I was raised on a farm so I began working early.
- I drove a school bus when I was 16 to earn money to buy my first car – a 1967 Camaro – wish I still had it!
- I completed my 4-year degree and was hired at YVEDDI in 1979 as the first Speech Therapist for Head Start. My first professional job.

Jimmy Hutchens was the ED at the time.

- Some of my co-workers were, Jo Ann Snow and Kathy Payne from HS and we had daily visits from Mr. and Mrs. Cundiff who were instrumental in starting YVEDDI over on River Road.
- It all started with a cannery for the poor and hungry.
- We tolerated the snakes and bees and spiders in that old school building because we wanted to make a difference and we did and still do. LOL
- Mr. Hutchens made us recycle every piece of paper we had. I have found old notebooks that had cut up file folders for dividers.

This organization touches people in the far reaches of our 4 county area in the smallest of ways.

I put a lot of miles on my new Camaro as I drove to all the HS outposts to do testing and implement therapy. I left YVEDDI after I learned I would have to go back to school and get my Master's Degree.

- My next career was one that provided me with a privilege I had dreamed of all my life ...working for an airline. I wanted to travel and travel I did...all 50 states and 14 foreign countries, two of which I lived in for a while.
- After working with US Airways for 23 plus years - now American I decided to go live and work for the US Consulate in Nogales Mexico. I drove the children of the consular officers to school across the border. Most of the time in an armored vehicle because of the drug wars.
- After returning back to the US I drove a wheelchair van for our competition – Cape Fear for almost a year and then through the grapevine I heard of the need for a position at the newly purchased District Office for YVEDDI. I applied, interviewed, and became the first receptionist.
- I began taking minutes for ALL the committee meetings and the board and executive committee. Back then our meetings could easily last 3 hours. The



board minutes were not just brief howdies, they were sometimes 50 to 70 page books that I published. In 11 of the 13 years, I have only missed a handful of board meetings.

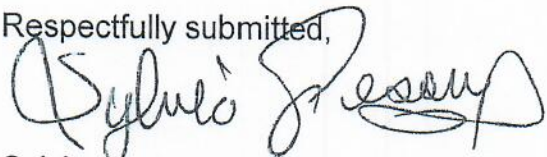
- This was a difficult period for me as I was doing double duty as receptionist and also Administrative Assistant for CSBG. But you know out of that struggle I learned almost every facet of YVEDDI which was a proving ground for my job as Director of CSBG.
- CSBG is often called the heart of Community Action because along with other programs, Head Start and CSBG is the most restrictive. We have mandates that must be followed for compliance.
- Each year CSBG does an agency IS Annual Report. This report is responsible for reporting statistics from each of our programs. It goes to the Office of Economic Opportunity in Raleigh and makes its way to Washington DC it ends up in the Office of Community Service where all the stats are reviewed and put forth to advocate for all our community action programs. This report is vital nationwide for keeping our finger on the pulse of poverty and our advances to stamp it out. It is also used to allocate funding for our agency. Our NC Community Action Association has representation in Washington most recently by the Executive Director of ICARE in Statesville. To be leveled as a community action agency, an agency must have a CSBG Program. We are responsible for the Organizational Standards which have strict requirements that we must adhere to for compliance. We may be a little program here, but we have a BIG job in keeping YVEDDI program funding.
- I subsequently became the Administrative Assistant for CSBG and then its Director. I took a floundering program and staff and turned it into something that YVEDDI and I could be proud of. We have achieved many milestones.
- The CSBG program works very hard with our community partners in each county. We are a certified Bridges out of Poverty trained staff and perform Poverty Simulation events. We also work with local youth in a program called Getting Ahead.
- We have assisted people with job searches, providing support to avoid homelessness, and encouraging higher education, all the while providing coaching and mentoring from highly trained staff.
- The one thing I am most proud of is in the 11 years I have been the CSBG Director we have graduated over 200 customers successfully rising above poverty by working to educate themselves and apply for and sustain good paying jobs and careers. I have put together a wonderful staff who are dedicated to our motto: To build self- sufficiency for under resourced

	<p>individuals and families through coaching, mentoring, and community partnerships.</p> <ul style="list-style-type: none"> <li>• I have heard that speaking the names of those who have gone before us keeps them alive. It has been a pleasure to have worked with some esteemed members of our board such as Mike Crouse with his love of God and his encouraging words for me and YVEDDI's champion, Mr. Robert Strickland with his pearls of wisdom, Mr. Hassel Brown with a good word and smile for all, and Miss Essie Joyce with her love of ham.</li> <li>• Fond memories of all our board members past and present. We appreciate all that you do for us and thank you.</li> </ul> <p>Thank you Kathy for years of guidance and the YVEDDI Board for the opportunity to complete my working career here with my original working family.</p> <p>I have come full circle.</p>
<p><b>Adjournment</b></p>	<p>Mickey asked for a motion to adjourn.</p> <p><b>Motion by Sylvia Jessup to adjourn</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p>

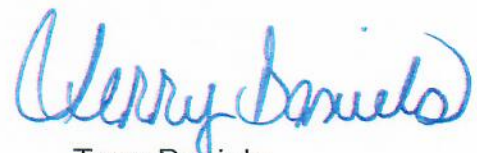
The meeting adjourned at 7:22 PM

**Next Board Meeting: August 24, 2023**

Respectfully submitted,



Sylvia Jessup  
Board Secretary



Terry Daniels  
Staff Recorder



<b>Board Members</b>				<b>Staff and Guests</b>
<b>June 22, 2023</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>	
Tom Bachmann			X	Terry Daniels
Jim Brown	X			Regina Chappell
Amy Bryant	X			Dawn Cheek
Mickey Cartner	X			Lisa Money
Brad Chandler	X			Janet Phillips
Cliff Collins	X			Rhonda Wrenn
Kelly Craine	X			Jan Zachary
Pam Crouse	X			David Smith
Benita Finney			X	Dave Torres
Eddie Harris			X	
Larry Hayes	X			
Debra Jessup	X			
Sylvia Jessup	X			
Larry Johnson	X			
Shelby King	X			
Richard Lasky	X			
Melissa Ledbetter	X			
Angie Walker			X	
Brent Ward	X			
Natalie Williams	X			
Keith Wood	X			
Suzanne Wright		X		
Vacant				
Vacant				