



# Board of Directors Meeting Minutes

April 25, 2024	6:00 PM	District Office
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<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 Sylvia Jessup to approve the agenda</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p>															
<b>Pledge of Allegiance</b>	Tom Bachmann led the group in reciting The Pledge of Allegiance.															
<b>Invocation Memorials/ Remembrances</b>	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>	Board Secretary, Sylvia Jessup called the roll. A Quorum was met with 20 of 24 members in attendance. A Quorum must meet the requirements of 50% of the membership.															
<b>Approval of Minutes</b>	<p>Mickey asked for changes to or a motion to approve the February 22, 2024 minutes. 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 Sylvia Jessup</b>  <b>Motion</b></p>															
<b>Annual Meeting Seating of Representatives</b>	<p>Mickey announced that we need to seat the following Representatives whose terms have expired and who are willing to continue to serve.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Seating of Representatives</th> </tr> <tr> <th style="width: 33%;">Public Sector</th> <th style="width: 33%;">Current</th> <th style="width: 33%;">New</th> </tr> </thead> <tbody> <tr> <td>Representative (Stokes)</td> <td>Brad Chandler</td> <td>Brad Chandler</td> </tr> <tr> <td>Representative (Surry)</td> <td>Eddie Harris</td> <td>Eddie Harris</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Mickey asked for a motion to approve the seating of Brad Chandler.</p> <p><b>Motion by Larry Johnson to approve the seating of the Brad Chandler</b>  <b>Second by Sylvia Jessup</b>  <b>Motion Carried</b></p>	Seating of Representatives			Public Sector	Current	New	Representative (Stokes)	Brad Chandler	Brad Chandler	Representative (Surry)	Eddie Harris	Eddie Harris			
Seating of Representatives																
Public Sector	Current	New														
Representative (Stokes)	Brad Chandler	Brad Chandler														
Representative (Surry)	Eddie Harris	Eddie Harris														

Mickey asked for a motion to approve the seating of Eddie Harris.

**Motion by Amy Bryant to approve the seating of Eddie Harris  
Second by Sylvia Jessup  
Motion Carried**

**Seating of Representatives**

<b>Low-Income Sector</b>	<b>Current</b>	<b>New</b>
<b>Stokes County</b>	<b>Sylvia Jessup</b>	<b>Sylvia Jessup</b>
<b>Stokes County</b>	<b>Joey Tilley</b>	<b>Joey Tilley</b>
<b>Surry County</b>	<b>Amy Bryant</b>	<b>Amy Bryant</b>

Mickey asked for a motion to approve the seating of Sylvia Jessup.

**Motion by Amy Bryant to approve the seating of Sylvia Jessup  
Second by Eddie Harris  
Motion Carried**

Mickey asked for a motion to approve the seating of Joey Tilley.

**Motion by Amy Bryant to approve the seating of Joey Tilley  
Second by Sylvia Jessup  
Motion Carried**

Mickey asked for a motion to approve the seating of Amy Bryant.

**Motion by Tom Bachmann to approve the seating of Amy Bryant  
Second by Sylvia Jessup  
Motion Carried**

**Seating of Representatives**

<b>Private Sector</b>		
<b>Davie County</b>	<b>Jim Brown</b>	<b>Jim Brown</b>
<b>Davie County</b>	<b>Mickey Cartner</b>	<b>Mickey Cartner</b>

Mickey asked for a motion to approve the seating of Jim Brown.

**Motion by Amy Bryant to approve the seating of Jim Brown  
Second by Sylvia Jessup  
Motion Carried**

Mickey asked for a motion to approve the seating of Mickey Cartner.

**Motion by Amy Bryant to approve the seating of Mickey Cartner**  
**Second by Sylvia Jessup**  
**Motion Carried**

**Election of Officers**

Board member Eddie Harris stepped up to the podium, announced the slate of officers and opened the floor for each position. He mentioned that everyone has the ballots at their table and we will take them up for counting at the end of the voting session.

Position/Board Member	Sector	County
Chair Mickey Cartner	Private / Business	Davie
Vice-Chair Tom Bachmann	Private / Business	Surry
Secretary Sylvia Jessup	Low Income	Stokes
Treasurer		

**Board Chair**  
 Eddie Harris asked for a motion to open the floor for nominations for Board Chair.

**Motion by Brent Ward to open the nominations**  
**Second by Cliff Collins**  
**Motion Carried**

There were none. Eddie Harris received a motion to close the floor.

**Motion by Larry Johnson to close the nominations**  
**Second by Larry Hayes**  
**Motion Carried**

**Vice Chair**  
 Eddie Harris asked for a motion to open the floor for nominations of Vice Chair.

**Motion by Amy Bryant to open the nominations**  
**Second by Jim Brown**  
**Motion Carried**

There were none. Eddie Harris received a motion to close the floor.

**Motion by Larry Johnson to close the nominations**  
**Second by Benita Finney**  
**Motion Carried**

**Secretary**

Eddie Harris asked for a motion to open the floor for nominations for Secretary.

**Motion by Amy Bryant to open the nominations**

**Second by Jim Brown**

**Motion Carried**

There were none. Eddie Harris received a motion to close the floor.

**Motion by Larry Hayes to close the nominations**

**Second by Tom Bachmann**

**Motion Carried**

**Treasurer**

Eddie Harris asked for a motion to open the floor for nominations for Treasurer.

**Motion by Larry Johnson to open the nominations**

**Second by Suzanne Wright**

**Motion Carried**

Larry Johnson nominated Cliff Collins. Eddie Harris asked if there were any other nominations and there were none. Eddie Harris received a motion to close the floor.

**Motion by Amy Bryant to close the nominations**

**Second by Keith Wood**

**Motion Carried**

Head Start Director, Rhonda Wrenn, Senior Services Director, Lisa Money, and Board Member Eddie Harris collected and counted the ballots. Eddie shared the following results:

**Mickey Cartner received a unanimous vote of 20.**

**Tom Bachmann received a unanimous vote of 20.**

**Sylvia Jessup received a unanimous vote of 20.**

**Cliff Collins received 18 votes and 2 were turned in unmarked.**

Mickey congratulated members and thanked them for their service.

**Appointments**

**Appointments**

Mickey asked for concurrence for the appointments or if there were other suggestions or questions regarding these appointments. There were none.

**Appointments**

<b>Parliamentarian</b>	<b>Debra Jessup</b>
<b>Chaplain</b>	<b>Pam Crouse</b>
<b>Staff Recorder</b>	<b>Terry Daniels</b>

	<table border="1"> <tr> <td><b>CPA Auditor</b></td> <td><b>FORVIS</b></td> </tr> <tr> <td><b>Attorney</b></td> <td><b>J. Gregory Matthews</b></td> </tr> <tr> <td></td> <td></td> </tr> </table>	<b>CPA Auditor</b>	<b>FORVIS</b>	<b>Attorney</b>	<b>J. Gregory Matthews</b>				
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<b>Attorney</b>	<b>J. Gregory Matthews</b>								
	<p>Mickey asked for a motion to approve the appointments as presented.</p> <p><b>Motion by Sylvia Jessup motion to approve the appointments</b>  <b>Second by Larry Hayes</b>  <b>Motion Carried</b></p>								
<p><b>Introduction of Staff &amp; Recognitions</b></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> <table border="1" data-bbox="386 667 1528 898"> <tr> <td data-bbox="386 667 954 709"> <p><b><u>5 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Jill Johnson, HS</li> </ul> </td> <td data-bbox="954 667 1528 709"> <p><b><u>15 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Shonia Atkins, CTP</li> <li>○ Tina Wishon, IDC</li> </ul> </td> </tr> <tr> <td data-bbox="386 709 954 898"> <p><b><u>10 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Darry Groce, CTP</li> <li>○ Maynard Quesinberry, CTP</li> </ul> </td> <td data-bbox="954 709 1528 898"></td> </tr> </table> <p>Mickey Cartner told Kathy and the Board members that the staff stepped up when Kathy was out for surgery and kept him informed.</p>			<p><b><u>5 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Jill Johnson, HS</li> </ul>	<p><b><u>15 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Shonia Atkins, CTP</li> <li>○ Tina Wishon, IDC</li> </ul>	<p><b><u>10 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Darry Groce, CTP</li> <li>○ Maynard Quesinberry, CTP</li> </ul>			
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<p><b>Executive Director Report</b></p>	<p><b><u>Accomplishments Report</u></b></p> <p>Executive Director Kathy Payne welcomed everyone and thanked them for coming out tonight. Kathy directed the Board’s attention to her report and then shared the following additional information.</p> <ul style="list-style-type: none"> <li>• CSBG is having their triannual monitoring beginning Monday, 4/29 with a virtual entrance meeting and ending on 5/2 with a virtual exit meeting. Documents were sent to OEO for their review and telephone interviews will occur during this week.</li> <li>• The WAP program is also having what they call a fiscal desk review with an entrance meeting on 4/29 and an exit meeting on 5/3. Documents were sent ahead to them and we expect some interviews or Q&amp;As during the week.</li> <li>• Kathy added that Audits can be very time-consuming and recognized all the additional hard work by all the staff.</li> <li>• Kathy gave today’s bank balance as <b>\$2,350,291.34</b> and asked Jan to give us an update on the audit.</li> </ul>								

	<p>Jan also added that she is thrilled to report that our AR Report is now at zero and commends Terry Daniels for her persistence and dedication to the collections effort. Cliff Collins stated that we should recognize Terry's efforts and Kathy added that Terry received a Letter of Commendation and an administrative leave award from Kathy.</p> <p>Kathy gave an update on her grandson who is at Duke. He is officially engrafted, which means the stem cell transplant cells are working properly and starting to rebuild his immune system. Today he attended a hospital confetti parade where he and some other children who are being released to outpatient status will parade down the hall dancing to their favorite songs as the hospital staff and parents cheer and throw confetti. He will then go to the Ronald McDonald House to complete his 100-day stay. The release date is projected to be the first week in July. While we are not out of the woods yet, this is remarkable considering less than 3% of kids in the world have this rare type of Leukemia. She thanked everyone for their prayers.</p>
<p><b>Committee Council Reports</b></p>	<p><b><u>Planning &amp; Evaluation (P&amp;E) Committee</u></b>  Committee Chair, Tom Bachmann said he had nothing to add to the Planning &amp; Evaluation Minutes. Mickey asked for a motion to approve the P&amp;E Committee minutes.</p> <p><b>Motion by Sylvia Jessup to approve the P&amp;E Minutes</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p> <p><b><u>Personnel Committee</u></b>  Committee Chair, Richard Lasky mentions the changes to the Conflict of Interest Policy stating it was necessary to realign our policy with that of the Food program. Mickey asked for a motion to approve the Personnel Committee minutes.</p> <p><b>Motion by Tom Bachmann to approve the Personnel Minutes</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p> <p><b><u>Finance Committee</u></b>  Committee Chair, Jim Brown said he had nothing to add to the Finance Minutes. Mickey asked for a motion to approve the minutes.</p> <p><b>Motion by Sylvia Jessup to approve the Finance Minutes</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p>
<p><b>Program Committees Councils</b></p>	<ul style="list-style-type: none"> <li>○ Minutes – for information only</li> </ul>
<p><b>Program</b></p>	<ul style="list-style-type: none"> <li>○ Reports – for information only</li> </ul>

<b>Statistical Reports (February 2024 – March 2024)</b>	
<b>Other</b>	<p><b><u>Grant for Head Start</u></b>  Head Start Director, Rhonda Wrenn discussed the Head Start Cost of Living Increase (COLA) and said it would give approximately a 2.35% increase to her staff. Mickey asked if there were any questions and there were none. Mickey asked for a motion to approve the COLA.</p> <p><b>Motion by Sylvia Jessup to approve the submission of the grant for COLA</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p> <p><b><u>Head Start Supplemental Health Grant</u></b>  Head Start Director, Rhonda Wrenn discussed the Supplemental Health Grant in detail and said it was in the amount of \$41,000. She explained there was a drainage issue at the Yadkinville Head Start facility. She received (3) bids and will go with DryWorX, which was the lowest bidder and the best deal due to them installing sump pumps. Larry Johnson asked if the grant request is not approved, what was plan B. Rhonda said the federal office should reply very quickly. However, her plan B is using NC-PreK funds. Mickey asked if there were any questions and there were none. Mickey asked for a motion to approve the Supplemental Health.</p> <p><b>Motion by Amy Bryant to approve the Supplemental Health Grant</b>  <b>Second by Cliff Collins</b>  <b>Motion Carried</b></p> <p><b><u>Senior Services recurring grants for calendar year 2025</u></b>  Senior Services Director, Lisa Money requested permission to apply for the following recurring grants for calendar year 2025 and to apply for the Town of Yadkinville Special Appropriations Fund for Yadkin County Senior Center in the amount of \$4,800.</p> <ol style="list-style-type: none"> <li>1. United Fund of Surry - \$40,000</li> <li>2. Yadkin County United Fund - \$20,000</li> <li>3. Yadkin Valley United Fund - \$10,000</li> </ol> <p>Also, the Town of Yadkinville Special Appropriations Fund for Yadkin County Senior Center \$4,800.</p> <p>Mickey asked if there were any questions and there were none. Mickey asked for a motion to approve the recurring grants and the special appropriations grant for Senior Services.</p> <p><b>Motion by Sylvia Jessup to approve the recurring grants &amp; special appropriation grant.</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p>

	<p><b><u>Council for Women Refunding Application</u></b>  Domestic Violence Director, David Smith said he's requesting approval to apply for the 2<sup>nd</sup> year of the 2 year grant in the amount of \$379,859.58.</p> <p>Mickey asked if there were any questions and there were none. Mickey asked for a motion to approve the Council for Women's Refunding Application.</p> <p><b>Motion by Amy Bryant to approve submission of the CFW Refunding Application</b>  <b>Second by Larry Hayes</b>  <b>Motion Carried</b></p>
<b>Adjournment</b>	<p>Mickey asked for a motion to adjourn.</p> <p><b>Motion by Brent Ward to adjourn</b>  <b>Second by Amy Bryant</b>  <b>Motion Carried</b></p>

The meeting adjourned at 7:30 PM

**Next Board Meeting: June 27, 2024**

Respectfully submitted,

Sylvia Jessup  
Secretary

Terry Daniels  
Staff Recorder



Board Members				<u>Staff and Guests</u>
<u>April 25, 2024</u>	<u>Present</u>	<u>Absent</u>	<u>Excused</u>	
Kevin Austin			X	Terry Daniels
Tom Bachmann	X			Kathy Payne
Jim Brown	X			Tommy Eads
Amy Bryant	X			Rhonda Wrenn
Mickey Cartner	X			David Smith
Brad Chandler	X			Dawn Cheek
Cliff Collins	X			Lisa Money
Kelly Craine	X			Dave Torres
Pam Crouse	X			
Benita Finney	X			
Eddie Harris	X			
Larry Hayes	X			
Debra Jessup			X	
Sylvia Jessup	X			
Larry Johnson	X			
Shelby King	X			
Richard Lasky	X			
Melissa Ledbetter			X	
Christie Paschall			X	
Joey Tilley	X			
Angie Walker	X			
Brent Ward	X			
Keith Wood	X			
Suzanne Wright	X			