



# Board of Directors Meeting Minutes

June 27, 2024	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 Hayes</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 17 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 April 25, 2024 minutes. Mickey asked if there were any questions and there were none.</p> <p><b>Motion by Tom Bachmann to approve the minutes</b>  <b>Second by Amy Bryant</b>  <b>Motion</b></p>		
<b>Introduction of Staff &amp; Recognitions</b>	<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" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>5 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Carol Marino, HS</li> </ul> <p><b><u>20 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Mary Ann Wagoner, HS</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>30 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Allison Chappell, HS</li> </ul> </td> </tr> </table>	<p><b><u>5 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Carol Marino, HS</li> </ul> <p><b><u>20 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Mary Ann Wagoner, HS</li> </ul>	<p><b><u>30 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Allison Chappell, HS</li> </ul>
<p><b><u>5 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Carol Marino, HS</li> </ul> <p><b><u>20 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Mary Ann Wagoner, HS</li> </ul>	<p><b><u>30 Years</u></b></p> <ul style="list-style-type: none"> <li>○ Allison Chappell, HS</li> </ul>		
<b>Executive Director Report</b>	<p><b><u>Accomplishments Report</u></b></p> <p>Executive Director Kathy Payne welcomed everyone and thanked them for coming out tonight.</p>		

	<p>She stated her Accomplishment Report is in your Board packet and a few additional things to mention are:</p> <ul style="list-style-type: none"> <li>• Kathy said the nutshell of what she and the staff have been doing in addition to the audit is updating contracts, working on spending down our budgets, and trying to brace for continued increases in insurance, and repairs and maintenance. She added that our raises, unfortunately, can't keep up with inflation.</li> <li>• We had Zero findings from the May Weatherization Fiscal Audit.</li> <li>• Kathy asks Lisa to share late-breaking news for the Meals on Wheels program. Lisa said Yadkin County United Fund was pulling out and we would lose \$12,500.00. However, she received another email that Meals on Wheels would be giving us an additional \$25,000.00</li> <li>• On the subject of <u>sharing information with the Board</u>, Kathy said that for the sake of time, she and the directors only skim the surface of what has occurred at YVEDDI since we last met. Typically, we share what we think you need or want to know to govern this agency and what our grants require. Otherwise, you would be meeting much longer and more often.</li> <li>• To give you some insight into internal staff communications and reporting, Kathy meets monthly on the third Thursday with the Leadership Team, which includes Terry and all the directors. She and Jan also have an open-door policy. Kathy shared a copy of the May Leadership Reports and Minutes with the Board and highlighted the report topics. Program Directors submit these reports to Terry by the 12<sup>th</sup> of the month reporting on the previous month's services. Terry compiles them into one document and during our meeting, records the discussion adding that discussion to the reports, which at that time become minutes. Also, in the back of your Board packet, you will see service statistics by program. These stats are also a part of our monthly reporting. Kathy commended the staff for all their hard work and asked if there were any questions. Hearing none she went on with her report.</li> <li>• Kathy gave today's bank balance as <b>\$2,370,211.02</b> and reported that our Accounting staff has uploaded 354+ files to the audit portal and invited Jan to add remarks. Interim Finance Director, Jan Zachary added she hoped to be finished with the current audit in the next couple of weeks.</li> </ul> <p>Larry Johnson, added he liked receiving the Leadership report and would like to have it in the Board packet. Others agreed so Kathy will add these reports to the Board packet going forward. .</p>
<b>Board Development</b>	<p>CSBG Director, Dawn Cheek gave a presentation about the Community Services Block Grant Program) CSBG). Ms. Cheek noted that there was a packet of information at each board member's seat. The packet included the Orientation Packet that an individual would receive when applying for the program, several program flyers, and a question and answer page stating interesting facts about the program.</p>

	<p>Ms. Cheek stated that the CSBG Program was federally funded and did not receive any state or local funding. They are funded through the Department of Health and Human Services (DHHS) and the Office of Economic Opportunity (OEO). One interesting fact is that the CSBG Program was born out of LB Johnson’s Administration’s War on Poverty. For a non-profit to be classified as a Community Action Agency, it must have a CSBG Program.</p> <p>Although a federal program, each state and local agency does have some flexibility in how they administer the program to best fit the needs of the communities they serve. The two conditions for an individual to be a participant in the program are they must be below the federal poverty guideline for their family size (currently 125%) and they must be willing and able to work.</p> <p>Ms. Cheek stated that the program is an extensive two-year case management program that is designed to assist individuals in rising above the federal poverty guidelines. Once an individual is accepted, they and their assigned success coach will develop a plan to address the challenges of their individual situation and how best to achieve self-sufficiency. They create a timeline to meet each of the goals and work on leveraging financial and other resource assistance from community partners in areas where appropriate CSBG also provides many types of assistance where appropriate. Some common goals are obtaining employment, obtaining better employment, obtaining standard housing, and completing educational/training programs. The YVEDDI CSBG Program requires each CSBG Participant to complete the FDIC Money Smart financial education program which provides educational information regarding budgeting and finances. CSBG Participants are also encouraged to look at educational and/or employment skill-enhancing opportunities.</p> <p>CSBG Participants can leave the program at any time during the two years. To be a successful graduate, an individual must have gained employment that raises their projected income above the current federal poverty guideline. They can also graduate from the program by completing all of their goals. Many challenges facing CSBG Participants are a lack of better employment opportunities, lack of transportation, and lack of childcare. One other challenge that we see is when an individual’s pay increases and they lose some of their benefits. This will happen before an individual/family is truly self-sufficient. A participant’s time in the program may be extended if they are pursuing long-term educational goals.</p> <p>The CSBG Program relies on referrals from other agencies or word-of-mouth for interest in the program. We are not allowed to advertise, in the traditional manner. We have brochures, and flyers, and have begun participating more actively in community events to help educate our communities about the CSBG Program. YVEDDI Board Member, Amy Bryant, suggested events like Farmers Markets as an avenue to reach people. Ms. Cheek stated that they are looking to increase their community outreach opportunities. She will be meeting with Crystal Imes next week. Crystal is with the Yadkinville NETworX USA Program to discuss partnership opportunities and possible initiatives. Ms. Cheek welcomed any questions from the Board.</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 Amy Bryant to approve the P&amp;E Minutes</b>  <b>Second by Suzanne Wright</b>  <b>Motion Carried</b></p>

	<p><b><u>Personnel Committee – Canceled</u></b> Kathy added that there was an Employment Report in your packet for information purposes.</p> <p><b><u>Finance Committee</u></b> Committee Chair, Cliff Collins said he had nothing to add to the Finance Minutes except for one correction in that the mentioned bus that was received by Yadkin County was in fact for his church. Mickey asked for a motion to approve the minutes with the correction.</p> <p><b>Motion by Brad Chandler to approve the Finance Minutes with the correction</b> <b>Second by Amy Bryant</b> <b>Motion Carried</b></p>
<b>Program Committees Councils</b>	<ul style="list-style-type: none"> <li>○ Minutes – for information only</li> </ul>
<b>Program Statistical Reports (April 2024 – May 2024)</b>	<ul style="list-style-type: none"> <li>○ Reports – for information only</li> </ul>
<b>Other</b>	With no other business, Mickey stated there will be a special called meeting of the Board to hear and approve the presentation of the audit on July 25 <sup>th</sup> at 6 pm and asked everyone to please attend.
<b>Adjournment</b>	<p>Mickey asked for a motion to adjourn.</p> <p><b>Motion by Jim Brown to adjourn</b> <b>Second by Amy Bryant</b> <b>Motion Carried</b></p>

The meeting adjourned at 6:45 PM

**Next Board Meeting: August 22, 2024**

Respectfully submitted,

Sylvia Jessup  
Secretary

Terry Daniels  
Staff Recorder

ard Members				<u>Staff and Guests</u>
<u>June 27, 2024</u>	<u>Present</u>	<u>Absent</u>	<u>Excused</u>	
Kevin Austin		X		Terry Daniels
Tom Bachmann	X			Tommy Eads
Jim Brown	X			Dawn Cheek
Amy Bryant	X			Rhonda Wrenn
Mickey Cartner	X			David Smith
Brad Chandler	X			Jeff Cockerham
Cliff Collins	X			Lisa Money
Kelly Craine	X			Janet Phillips
Pam Crouse	X			Kathy Payne
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			