



Board of Directors Meeting Minutes

August 22, 2024	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 Amy Bryant to approve the agenda Second by Sylvia Jessup Motion Carried</p>
Pledge of Allegiance	Tom Bachmann led the group in reciting The Pledge of Allegiance.
Invocation Memorials/ Remembrances	Keith Wood gave the invocation and asked that we remember staff and Board Members who were ill or recently lost loved ones.
Attendance	Board Secretary, Sylvia Jessup called the roll. A Quorum was met with 20 of 23 members in attendance. A Quorum must meet the requirements of 50% of the membership.
Approval of 6/27/24 Minutes	<p>Mickey asked for changes to or a motion to approve the June 27, 2024 Board meeting minutes. Mickey asked if there were any questions and there were none.</p> <p>Motion by Amy Bryant to approve the minutes the June minutes Second by Richard Lasky Motion Carried</p>
Approval of 7/25/24 Minutes and FY23 Audit	<p>Mickey asked for changes to or a motion to approve the July 25, 2024 minutes including the FY23 Audit and the Community Assessment. Mickey asked if there were any questions and there were none.</p> <p>Motion by Sylvia Jessup to approve the minutes including the FY23 Audit and Community Assessment Second by Amy Bryant Motion Carried</p>

<p>Introduction of Staff & 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> <table border="1" data-bbox="386 373 1531 682"> <tr> <td data-bbox="386 373 954 682"> <p><u>5 Years</u></p> <ul style="list-style-type: none"> ○ Robert Freeman, HS ○ Carol Richards, HS ○ James Bonello, CTP ○ Geraldine Hall, CTP </td> <td data-bbox="954 373 1531 682"> <p><u>10 Years</u></p> <ul style="list-style-type: none"> ○ Annetta Dalton, CTP ○ Lois Howes, CTP ○ LaShonda Griffith, HS <p><u>15 Years</u></p> <ul style="list-style-type: none"> ○ Connie Eddleman, Jr., WEA </td> </tr> </table>	<p><u>5 Years</u></p> <ul style="list-style-type: none"> ○ Robert Freeman, HS ○ Carol Richards, HS ○ James Bonello, CTP ○ Geraldine Hall, CTP 	<p><u>10 Years</u></p> <ul style="list-style-type: none"> ○ Annetta Dalton, CTP ○ Lois Howes, CTP ○ LaShonda Griffith, HS <p><u>15 Years</u></p> <ul style="list-style-type: none"> ○ Connie Eddleman, Jr., WEA
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<p>Executive Director Report</p>	<p><u>Accomplishments Report</u></p> <p>Executive Director Kathy Payne welcomed everyone and thanked them for coming out tonight.</p> <p>She stated her Accomplishment Report is in the Board packet and correlates to her job description. Kathy asked if there were any questions and there were none.</p> <p>Kathy asked Lisa to share contributions she received this week. Lisa stated that the Surry Yadkin Electric Membership Corporation had their annual golf tournament to raise funds for local charities. Lisa was happy to report that this year they chose Meals on Wheels and Habitat for Humanity to equally share the proceeds of \$41,000. Board members applauded.</p> <p>Kathy reminded the members that the monthly Leadership Team and statistical reports are included in the back of the Board packet. These reports contain details about the program's current events along with any challenges and success stories.</p> <p>Kathy gave today's bank balance as \$1,380,724.91 and said there is over \$300,000 in outstanding money owed to YVEDDI for FY24 from Weatherization, CSBG, and Transportation.</p> <p>Kathy acknowledged the leadership staff and thanked them for their skills and dedication during extreme challenges. YVEDDI is very fortunate to have such tenured leaders.</p>		

	<p>New employee competency is a merging epidemic. Jeff had to write step-by-step instructions for a DOT employee to set up a contract through DocuSign. Terry was asked by a Fusion telephone employee if the word solution started with an S. We have to oversee and monitor an agency-wide printer/copy inventory and upgrades to get correct billing from the carrier. Spectrum, Lowe's, and Fusion Telephone require the same kind of micro-monitoring and without it, we get overbilled.</p> <p>There is a lack of soft skills. Skills such as friendliness and manners, common sense, situational awareness, empathy, enthusiasm and optimism, focus, ambition, time and self-management skills, and pride in oneself.</p> <p>The shortage of teachers, finance, and medical people is very concerning as this contributes to a continual decline of a successful labor market.</p> <p>Quality suffers because we are often short-staffed or training on the basics instead of polishing off to reach higher standards.</p> <p>Clients are more often challenging, demanding, and quick to get angry.</p> <p>In this environment, it is important to appreciate the staff for sticking with it and to take just a little bit of comfort in that these same issues are happening everywhere, not just at YVEDDI.</p>
<p>Board Training</p>	<p><u>Orientation Refresher</u></p> <p>Kathy used the screen and projector to show the agency website and specifically the "Board of Director's TAB". All of our important documents are there for you including all the documents shared during new Board member orientation. She went over the list of documents and asked if anyone had any questions and there were none.</p> <p>Kathy touched on the topics of the Board's authority, agency activities, tripartite boards, democratic selection, and governing board duties. She distributed a handout with the roles and responsibilities of the Board and Executive Director.</p>
<p>Committee Council Reports</p>	<p><u>Planning & Evaluation (P&E) Committee</u></p> <p>Committee Chair, Tom Bachmann said he had nothing to add to the Planning & Evaluation Minutes. Mickey asked for a motion to approve the P&E Committee minutes.</p>

	<p>Motion by Amy Bryant to approve the P&E Minutes Second by Larry Johnson Motion Carried</p> <p><u>Personnel Committee</u> Committee Chair, Richard Lasky said we did not have a quorum at the Personnel meeting. He said we discussed the number of vacancies and encouraged the Board members to let people know YVEDDI is hiring.</p> <p>Motion by Sylvia Jessup to approve the Personnel Minutes Second by Tom Bachmann Motion Carried</p> <p><u>Finance Committee</u> Committee Chair, Cliff Collins said he had nothing to add to the Finance Minutes, and he encouraged everyone to read over the audit.</p> <p>Motion by Tom Bachmann to approve the Finance Minutes Second by Amy Bryant Motion Carried</p>
Minutes from Program Policy & Advisory Council Committees	<ul style="list-style-type: none"> ○ Minutes – for information only
Leadership Monthly Reports	<ul style="list-style-type: none"> ○ Reports – for information only
Statistical Reports July 2024	<ul style="list-style-type: none"> ○ Reports – for information only

<p>Other</p>	<p><u>Public Hearing – FY 25 Grant Applications & Authorization Resolution</u></p> <p>Mickey – Opened a Public Hearing on the Community Transportation Program Grants for FY26. He asked for comments from the General Public (Not Board Members) on any of the following grants, and there were no comments or any people from the general public.</p> <ul style="list-style-type: none"> • 5311 Administration Grant and Operating Grants • 5310 and NC Rural Operating Grant • State Rural Operating Grant • Mobility Management Grant <p>Mickey closed the public hearing due to nobody from the public being present and asked for a motion to close the meeting.</p> <p>Motion by Sylvia Jessup to close the public hearing Second by Amy Bryant Motion Carried</p> <p>Mickey closed the public hearing and turned it back over to Dave Torres for an overview of the FY26 grants.</p> <p>Operation Manager Dave Torres said Title VI surveys can be completed by anyone in the General Public. Surveys are at the entrance of the conference room.</p> <p>See Attached:</p> <ul style="list-style-type: none"> • Local Share Source of Funding • Authorizing Resolution • Advertised in WS Journal 8/11/24 (English & Spanish) <p>Dave asked the Board to see the documents attached to the Transportation agenda which included the; Local Share Source of Funding, the Authorizing Resolution, and the advertisement in the WS Journal. Dave walked the members through each document describing the purpose and the details of each document. Dave then turned it over to Mickey.</p> <p>Mickey brought the Board member's attention to the grants and described each one.</p>

5311 Admin

Mickey said the admin grant pays for salaries and fringe benefits for 8 administrative staff:

- Program Director
- Operations Manager
- Administrative Coordinator
- Call Center Manager
- Safety Officer
- Two Transportation Coordinators
- Also included in the admin grant are; drug tests, background checks, office supplies, office phones, marketing, and vehicle insurance. The total for Admin for FY26 is \$829,595.

Mickey asked if there was any discussion and there was none. He asked for a motion to approve the 5311 Admin grant.

Motion by Amy Bryant to approve the 5311 Admin Grant.

Second by Cliff Collins

Motion Carried

5311 Operating

Dave said the operating grant is a 50% match available to help fund Microtransit Flex routes in Elkin Circulator and Mocksville. He said the total for FY26 for operating is \$205,226. Mickey asked if there was any discussion and there was none. He asked for a motion to approve the 5311 Operating grant.

Motion by Brent Ward to approve the 5311 Operating Grant.

Second by Amy Bryant

Motion Carried

5310 Operating

Mickey said this grant is a State Elderly and Disabled grant and pays 50% of trip costs for eligible riders. The match is acquired by matching the grant with ROAP trips. The grant application will be for \$206,000. Mickey asked if there was any discussion and there was none. He asked for a motion to approve the 5310 Operating grant.

**Motion by Larry Hayes to approve the 5310 Operating Grant.
Second by Cliff Collins
Motion Carried**

NC Rural Operating

Dave said this grant is an operating grant and pays 50% of trip costs for eligible riders. The match is acquired by matching the grant with ROAP trips. The grant application will be for \$195,315. Mickey asked if there was any discussion and there was none. He asked for a motion to approve the NC Operating grant.

**Motion by Amy Bryant to approve the NC Operating Grant.
Second by Larry Hayes
Motion Carried**

Mobility Management

Mickey said the mobility management grant pays for YVEDDI's mobility manager's salary and fringe. The grant application will be for \$54,420. Mickey asked if there was any discussion and there was none. He asked for a motion to approve the Mobility Management grant.

**Motion by Cliff Collins to approve the Mobility Management Grant.
Second by Amy Bryant
Motion Carried**

Authorizing Resolution

Mickey said the Authorizing Resolution gives the Executive Director the authority to apply for the grants discussed. Mickey asked if there was any discussion and there was none. He asked for a motion to approve the Resolution.

**Motion by Larry Hayes to approve the Resolution
Second by Amy Bryant
Motion Carried**

	<p><u>End-of-Year Child Outcomes</u></p> <p>Head Start Education Coordinator, Tracey Speight, presented the End of the Year Child Outcomes Report. Tracey stated that Head Start places an intense focus on preparing our children for school and that a concentrated emphasis is placed on the children’s social and emotional development. She stated that Head Start works to help children identify their emotions and give them the proper skills to handle them. Once children are socially and emotionally prepared, they are then ready to learn their colors, numbers, shapes, and other developmentally appropriate skills.</p> <p>(The Board Packet did not contain the 2023-2024 Outcomes report. Tracey stated that she would get the information to Rhonda Wrenn who can then forward the information to the appropriate individuals.)</p> <p>Tracey reviewed the Outcomes Report with the Board. The report indicated a 41% increase in the Social Emotional Domain. She reviewed all the gains for each domain with an overall program gain of 31% for the school year.</p>
Adjournment	<p>Mickey asked for a motion to adjourn.</p> <p>Motion by Larry Hayes to adjourn Second by Sylvia Jessup Motion Carried</p>

The meeting adjourned at 7:00 PM

Next Board Meeting: October 24, 2024

Respectfully submitted,

Sylvia Jessup
Secretary

Terry Daniels
Staff Recorder

Board Members				<u>Staff and Guests</u>
<u>August 22, 2024</u>	<u>Present</u>	<u>Absent</u>	<u>Excused</u>	
Kevin Austin	X			Terry Daniels
Tom Bachmann	X			Tommy Eads
Jim Brown	X			Rhonda Wrenn
Amy Bryant	X			David Smith
Mickey Cartner	X			David Torres
Brad Chandler	X			Janet Phillips
Cliff Collins	X			Dawn Cheek
Kelly Craine	X			Tracey Speight
Pam Crouse			X	Lisa Money
Benita Finney	X			Kathy Payne
Eddie Harris		X		
Larry Hayes	X			
Debra Jessup	x			
Sylvia Jessup	X			
Larry Johnson	X			
Shelby King	X			
Richard Lasky	X			
Christie Paschall	X			
Joey Tilley	X			
Angie Walker	X			
Brent Ward	X			
Keith Wood	X			
Suzanne Wright		X		
Vacant				