



Board of Director's Meeting Minutes

June 22, 2017	6:00 PM	Jones Family Resource Center
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Call to Order	Board Chair Eddie Harris welcomed the members and called the meeting to order.
Approval of Agenda	Eddie asked for additions to or a motion to approve the Agenda. Motion by Larry Johnson to approve the Agenda Second by Ernest Lankford Motion Carried
Invocation Memorials/ Remembrances	Chaplain, Mike Crouse gave the invocation and asked that we remember staff and Board members who were ill or had recently lost loved ones. Sylvia Jessup, Aunt passed Debbie Lane, Father passed Janet Phillips, Father sick Regina Chappell, Brother-in-Law passed Mitzi Hutchens, Husband ill Kathy Payne, Daughter's upcoming surgery Jimmy Walker, Son ill
Attendance	Terry Arellano, Staff Recorder called the roll in the absence of Secretary Sylvia Jessup. A Quorum was met with 18 of 24 active members in attendance. A Quorum must meet the requirements of 50% of the membership.
Approval of Minutes	Eddie asked for a motion to approve the April 27, 2017 Board Minutes. Motion by Mickey Cartner to approve the minutes Second by Jim Brown Motion Carried
Introduction of Staff & Guests	The staff introduced themselves to the Board.
Recognitions	The following staff and Board members were recognized for length of service and were awarded service pins. <u>5 Years</u> <ul style="list-style-type: none"> ○ Susan Yow, HS ○ Benjamin Pendleton, CTP ○ Edward McDaniels, FRC

	<ul style="list-style-type: none"> ○ Ernest Lankford, Board <p><u>10 Years</u></p> <ul style="list-style-type: none"> ○ Mary Potts, HS ○ Jeannie Easter, DV
Old Business	<p><u>Bylaws Amendment</u></p> <p>The change proposed by Richard Lasky is to include in the Bylaws Executive Committee composition...<i>If the former Board Chairman does not choose to serve on the Executive Committee, the Board shall elect another Board member to serve in their place.</i></p> <p>Motion by Kevin Austin to approve the proposed change Second by Kelly Craine Motion Carried</p>
Executive Director Report	<p>Kathy said the Executive Director's Report was included in the Board packet and mentions a few items.</p> <ul style="list-style-type: none"> • Zero findings resulted from the PTRC monitoring of our Surry Senior Center on 4/20/17. We are very proud of Senior Center Manager, Jane Surratt. • We have been successful with our Cannon Grant Application and have been awarded \$90,000.00 for roof replacement for the JFRC Gym Wing and the Yadkin County Senior Center. • We have interviewed candidates for the RSVP and Jonesville Senior Center Managers and hope to make a selection soon. • YVEDDI received 3 awards at the 2017 NC Community Action Association Conference and showed them to the Board members. <ul style="list-style-type: none"> 1. Met 100% of the 2017 contributions goal for National Community Action Foundation 2. 2017 Duke Energy Helping Home Fund Appreciation Award 3. 2017 NCCAA Social Media Contest first place WINNER <p><u>What to look out for in your packets:</u></p> <p>For your convenience, approvals that were recommended by committees are bulleted on the agenda and contained within the minutes.</p> <ul style="list-style-type: none"> • P&E Risk Management Plan • Personnel – Sick Leave Policy Change <p><u>Appreciation</u></p> <ul style="list-style-type: none"> • Thanks to all the committee members for your attendance and the work that you do. If it weren't for our committees doing the detail work, our board meetings would last all night. • As we anxiously wait for our new FY Contracts, whatever the financial awards

	may be, we know you will help guide us forward in the best possible way.
Board Development	Tabled to allow time for touring the JFRC
Committee/ Council Reports	<p><u>Planning & Evaluation Committee</u></p> <p>Kevin discussed the Risk Assessment Plan required for CSBG and that the final product will be approved by the P & E Committee. Eddie asked if there were any questions and there were none.</p> <p>Motion by Richard Lasky to approve the P&E Minutes Second by Beverley Essick Motion Carried</p> <p>Kevin said the Migrant Head Start program needed an approval to submit the ECMHSP Community Assessment Update for FY 2018 Grant. Yolanda discussed the assessment and changes that were included. Eddie said the P & E Committee made a motion to approve it and they recommend it to the full board for approval, since there is a timeline to be met. Eddie asked if there were any questions and there were none.</p> <p>Motion by Marion Welborn to approve the ECMHSP Community Assessment Second by Suzanne Wright Motion Carried</p> <p><u>Finance Committee</u></p> <p>Jim Brown said they had a very productive meeting and elected a Marion Welborn for Vice Chair of the Finance Committee. Eddie asked if there were any questions and there were none.</p> <p>Motion by Kevin Austin to approve the Finance Minutes Second by Richard Lasky Motion Carried</p> <p><u>Personnel Committee</u></p> <p>Richard said the committee made some changes to the sick leave policy that states <i>“If an employee has given their resignation and working their notice, sick leave will not be approved without a doctor’s note”</i> and the termination of employment policy changes state <i>“After an employee has given their resignation and working their notice, sick leave will not be approved without a doctor’s note.”</i></p>

	<p>Eddie asked if there were any questions and there were none.</p> <p>Motion by Mickey Cartner to approve the Personnel Minutes and the changes to policy Second by Mike Crouse Motion Carried</p> <p>Eddie announced that Program/Policy Advisory Council Minutes and Statistical Reports were included in your packets for information only.</p>
Other	<p>Eddie announced there will be an Executive Committee Meeting immediately following the Board Meeting to perform the Executive Director yearly performance and compensation review.</p>
Adjournment	<p>Eddie asked for a motion to adjourn.</p> <p>Motion by Mickey Cartner to adjourn Second by Ernest Lankford Motion Carried</p>

The meeting adjourned at 6:40 pm

Members accompanied JFRC Manager Bristol Mitchem for a tour of the Jones Family Resource Center.

Next Board Meeting August 24, 2017

Respectfully submitted,

Terry Arellano
Staff Recorder

Board Members				Staff/Guests
<u>June 22, 2017</u>	<u>Present</u>	<u>Absent</u>	<u>Excused</u>	
Kevin Austin	X			Bristol Mitchem
Jim Brown	X			Janet Phillips
Mickey Cartner	X			Lisa Money
Kelly Craine	X			Regina Chappell
Mike Crouse	X			Linda Trivette
Cindi Dixon			X	Rick Seibert
Beverley Essick	X			Rhonda Wrenn
Wayne Frye	X			Yolanda Saffo
Shinee Garcia		X		Terry Arellano
Eddie Harris	X			Kathy Payne
Debra Jessup		X		
Sylvia Jessup			X	
Larry Johnson	X			
Mark Jones	X			
Shelby King	X			
Ernest Lankford	X			
Richard Lasky	X			
Jo Ann Layell	X			
Mary Olvera			X	
Edward Stevens	X			
Alicia Vera -Trujillo			X	
Jimmy Walker	X			
Marion Welborn	X			
Suzanne Wright	X			