



Board of Director's Meeting Minutes

December 19, 2019	6:00 PM	District Office
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Call to Order	After enjoying a nice Christmas dinner, in the absence of Board Chair Mickey Cartner and Board Vice-Chairman Eddie Harris, Board Treasurer Jim Brown called the meeting to order.
Approval of Agenda	<p>Jim asked for additions to or a motion to approve the agenda.</p> <p>Motion by Sylvia Jessup to approve the agenda Second by Richard Lasky Motion Carried</p>
Invocation Memorials/ Remembrances	Chaplain Mike Crouse gave the invocation and asked that we remember staff and Board members who were ill or recently lost loved ones.
Pledge of Allegiance	Jim led the group in reciting The Pledge of Allegiance.
Attendance	Sylvia Jessup, Secretary, called the roll. A Quorum was met with 14 of 22 active members in attendance. A Quorum must meet the requirement of 50% of the membership.
Approval of Minutes	<p>Jim Brown asked for changes to or a motion to approve the October 24, 2019 minutes. Jim asked if there were any questions and there were none.</p> <p>Motion by Larry Johnson to approve the minutes Second by Richard Lasky Motion Carried</p>
Introduction of Staff & Guests	The staff and guests introduced themselves to the Board
Recognitions	<p>The following staff member was recognized for length of service and was awarded a service pin.</p> <p><u>5 Years</u></p> <ul style="list-style-type: none"> ○ Jessie Parsons, DV/SA – 12/23/14
Seating of New Representative Low-Income Sector	<p><u>Seating of Representative</u></p> <p>Jim asked Rhonda Wrenn, Head Start Director, to introduce Michael Hunt to the Board. Rhonda stated the Head Start Policy Council met on Tuesday, October 15, 2019 and had its annual organizational meeting where they elected a new Policy Council Chairperson through a unanimous</p>

Stokes County	<p>vote. The council elected and recommends Michael Hunt for seating to the YVEDDI Board to represent the YVEDDI Head Start Policy Council. Michael Hunt will be representing the Stokes low-income sector and replacing Rachel Horton.</p> <p>Jim asked for a motion to seat the new Board Member</p> <p>Michael Hunt 101 Augusta Ct. King, NC 27021 hunHamichael4@icloud.com 336-985-6420 Representing Low Income Sector Term Ends: 2022</p> <p>Motion by Larry Johnson to seat the new Board member Second by Mark Jones Motion Carried</p>
Executive Director Report	<p>Good evening and thanks to each of you for being here tonight. In the absence of our Executive Director, Kathy Payne, our Head Start Director, Rhonda Wrenn will deliver the Executive Director report.</p> <p><u>Executive Director Accomplishment Report:</u> You have the ED report in your packet. Some additional things we want to mention:</p> <ul style="list-style-type: none"> • Per recommendation by Larry Johnson, Kathy contacted Kevin Austin on 10/30 to ask if he has any knowledge of when the state budget will be passed. He replied, "That's the million-dollar question. My feeling is that they are not close. Apparently, there has been no deal made to get the single democrat needed to override the veto. No telling where this will go" • Cannon Grant – asked for \$127,200 and received a notice of award on 12/10 for \$62,200 • Request for Bids sent out on 12/3 for our Community Assessment • Board member vacancy – we are trying to fill Beverly Essick's slot and have one application so far. Kelly Craine may have another. We will go through the democratic selection process with applicants being voted on at the HS Policy Council meeting. • OAA triennial monitoring occurred the 2nd week of December by the PTRC. Congregate, Homebound, Gen and Med TSP, and Legal services were monitored, and 84 client files. There was 1 finding (a clerical error) and a commendation for self-monitoring! • Janet or Larry want to say anything about the fundraiser? <p>What to look out for in your packet</p> <ul style="list-style-type: none"> • P&E – Approvals will be needed for the MHS CAP; MHS Assessment Improvement Plan; and our Bylaws, along with P&E minutes for Oct and December • No formal approvals other than minutes needed from the Personnel or Finance meetings <p>Thanks / Appreciation</p> <ul style="list-style-type: none"> • In the absence of our chairs and your ED, a very big thanks to our staff who will pull off this board meeting without a hitch. • Also, a big shout out to our staff, who contributed more than \$12,000.00 to this years United

	<p>Fund Campaign!</p> <ul style="list-style-type: none"> • Thanks to Richard Lasky, Jack Koontz, and Toys for Tots for providing toys for all our HS children. For the second year, over 300 toys were donated for our HS children!! • And lastly, a big thank-you to every board member for not only leading our organization, but also lighting our path to get there. We have a \$50 Christmas gift card for you. You will be required to set up a pin number this time to use it...instructions are inside the card. Merry Christmas to all! <p><u>Audit</u> Chris Fowler, Finance Director, gave Terry Daniels, Staff Recorder, the 2019 Audited Financials to distribute to the board members. Chris said he wanted to highlight what the auditors stated about our finances. The auditors gave a clean opinion which means an unqualified finding which is very good. The Audit letter to the Board stated there were no disagreements with management and there were no misstatements noted. Chris discussed the PowerPoint and stated it showed two years of overspend. Chris asked if there were any questions and there were none. Jim asked for a motion to accept the audit.</p> <p>Motion by Richard Lasky to approve the Audit Second by Larry Johnson Motion Carried</p>
Committee Council Reports	<p><u>Planning & Evaluation (P&E) Committee, Personnel Committee, and Finance Committee</u></p> <p>Jim asked for a motion to approve all the minutes in the board packet.</p> <p>Motion by Richard Lasky to approve the minutes Second by Mary Olvera Motion Carried</p> <p><u>MHS Assessment</u> Rhonda said Yolanda created a program improvement plan that has been submitted to East Coast for review pending P&E Committee/Board approval. The P&E Committee approved Self-Assessment Strategies for Improvement and recommend full board approval.</p> <p>Motion by Mark Jones to approve the MHS Assessment Improvement Plan Second by Richard Lasky Motion Carried</p> <p><u>Bylaws</u> Rhonda stated that Kathy Payne, Executive Director and Debra Jessup, Board member, worked together to make some necessary changes. Rhonda said board member Rebecca VanHoy wanted to change the word Parents to Person Responsible. You can review the changes on page 27 of your Board packet to include a recommendation to extend the days required to fill a board member vacancy from 90 to 120. Jim asked for a motion to approve the By-laws with the revisions.</p>

	<p>Motion by Larry Johnson to approve the Revisions to the Bylaws Second by Sylvia Jessup Motion Carried</p> <p><u>MHS Corrective Action Plan (CAP)</u> Rhonda reported that Migrant Head Start has a lot of monitoring for the short time they're open. East Coast has not been in a position to increase funding to assist with the repairs until this year. Therefore, the program has worked within the parameters of the existing funding. Rhonda said Yolanda created an improvement plan and East Coast has awarded an additional \$40,000 to replace and repair the wooden decks and other non-compliance issues. Rhonda said we need a motion to approve the MHS CAP.</p> <p>Motion by Jim Brown to approve Migrant Head Start CAP Second by Mark Jones Motion Carried</p>
Program Committees Councils	<ul style="list-style-type: none"> ○ Minutes – for information only
Program Statistical Reports (October 2019 – November 2019)	<ul style="list-style-type: none"> ○ Reports – for information only
Grant Submission Approvals	<p><u>CSBG – Intent to Apply – Renewal Grant</u></p> <p>In the absence of Regina Chappell, CSBG Director, Dawn Cheek, CSBG Administrative Assistant, asked for approval of our CSBG Renewal Grant – Intent to Apply.</p> <p>Jim said he was looking for a motion to approve the CSBG Renewal Grant Intent to Apply.</p> <p>Motion by Jim Brown to approve the intent to apply submission Second by Richard Lasky Motion Carried</p> <p><u>DV/SA – United Fund Renewal Grant, Governor's Crime Commission, NC Council for Women Grant for Surry, Stokes and the Yadkin, Surry and Yadkin County Community Collaborative – Linda Trivette, DV/SA Director</u></p> <p>Linda Trivette said they were renewal grants and she needed board approval to apply. Jim said the Surry County Community Collaborative grant and the Yadkin County Community Collaborative grant are for door locks and bars. He said each county is for the amount of \$3,491.53. Jim said he was looking for a motion to approve the United Fund Renewal Grant, the GCC Grant, and the NC Council for Women Grant for Surry, Stokes and Yadkin, Surry County Community Collaborative Grant and the Yadkin County Community Collaborative Grant.</p>

	<p>Motion by Jim Brown to approve the United Fund Renewal Grant, Governor's Crime Commission, NC Council for Women Grant for Surry, Stokes and Yadkin, Surry County Community Collaborative Grant and the Yadkin County Community Collaborative Grant. Second by Sylvia Jessup Motion Carried</p> <p><u>Senior Services – United Fund Renewal Grants and the Walmart & Sam's Club Grants – Lisa Money, Senior Services Director</u></p> <p>Lisa Money said her grants are renewals. Jim said he was looking for a motion to approve the United Fund Renewal Grants and the Walmart & Sam's Club Grants.</p> <p>Motion by Jim Brown to approve the United Fund Renewal Grants Second by Dr. Stevens Motion Carried</p>
Board Development – Service Testimonial	<p>Tara Butler, Davie County CSBG Client – Thanked the agency and staff for serving the community like we do. She discussed her personal struggles of being a recovering addict with a 4-year-old child. She said the CSBG program helped her to complete school and she's now a licensed esthetician.</p> <p>Maryanne Frye, Surry County CSBG Client – Thanked the program for giving the encouragement and financial assistance because she's now a cook. She said Alicia Harris has been extremely helpful to her in her time of need, and she considered Alicia a personal friend. She concluded her discussion by thanking the agency and the CSBG program for their help.</p> <p>Jim Brown said it's very rewarding to help the community and hearing these great stories because it's helped people to change their lives.</p>
Other	
Adjournment	<p>Jim asked for a motion to adjourn.</p> <p>Motion by Dr. Stevens to adjourn Second by Richard Lasky Motion Carried</p>

The meeting adjourned at 7:15 PM

Next Board Meeting: February 27, 2020

Respectfully submitted,

Sylvia Jessup
Secretary

Terry Daniels
Staff Recorder

Board Members				<u>Staff and Guests</u>
<u>December 19, 2019</u>	<u>Present</u>	<u>Absent</u>	<u>Excused</u>	
Jim Brown	X			Terry Daniels
Mickey Cartner			X	Chris Fowler
Kelly Craine		X		Lisa Money
Mike Crouse	X			Janet Phillips
Ana Flores-Cortez		X		Edward Phillips
Wayne Frye			X	Linda Trivette
Eddie Harris			X	Brent Trivette
Debra Jessup	X			Heather Daniels
Sylvia Jessup	X			Rhonda Wrenn
Larry Johnson	X			Pamela Crouse
Mark Jones	X			Bonnie Lasky
Shelby King	X			Jeff Cockerham
Richard Lasky	X			Debbie Cockerham
Jo Ann Layell	X			Dawn Cheek
Mary Olvera	X			John Riley
Marlana Riley	X			Effie Mills
Dr. Edward Stevens	X			
Rebecca VanHoy		X		
Jimmy Walker			X	
Marion Welborn	X			
Suzanne Wright	X			
Jamie Yontz			X	
Vacant				
Vacant				