



Board of Director's Meeting Minutes

June 27, 2019	6:00 PM	District Office
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Call to Order	Chairman Mickey Cartner is still recuperating. Vice Chairman Eddie Harris welcomed everyone and called the meeting to order.
Approval of Agenda	<p>Eddie asked for additions to or a motion to approve the agenda.</p> <p>Motion by Marion Welborn to approve the agenda Second by Wayne Frye 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	Eddie Harris led the group in reciting The Pledge of Allegiance.
Attendance	Terry Daniels, Staff Recorder called the roll as Secretary Sylvia Jessup joined the group. A Quorum was met with 15 of 24 active members in attendance. A Quorum must meet the requirement of 50% of the membership.
Approval of Minutes	<p>Eddie asked for changes to or a motion to approve the April 25, 2019 minutes. Eddie asked if there were any questions and there were none.</p> <p>Motion by Mark Jones to approve the minutes Second by Jim Brown Motion Carried</p>
Introduction of Staff & Guests	At Eddie's request, the staff introduced themselves.
Recognitions	<p>The following staff members were recognized for length of service and were awarded service pins.</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><u>5 Years</u></p> <ul style="list-style-type: none"> ○ Ronald Holcomb, CTP – 5/12/14 ○ Rochelle George Mason, CTP - 5/15/19 ○ Dena Haigwood, CTP – 6/30/14 </div> <div style="width: 45%;"> <p><u>15 Years</u></p> <ul style="list-style-type: none"> ○ Mary Ann Wagoner, HS – 5/14/19 ○ Vivian Easter, HS - 6/1/2004 <p><u>25 Years</u></p> <ul style="list-style-type: none"> ○ Allison Chappell, HS – 6/15/199 </div> </div>

<p>Special Recognition</p>	<p>Kathy said at your table you all have an article about our Flag Day celebration that we had at the East Bend Senior Center. It was phenomenal and we wanted to bring Rhonda Beavers forward because she really put the YVEDDI name out there. Mike Finley from Richard Burr's office was present and Congress woman Virginia Foxx. In the back of your packet you will see a nice article written by Virginia Foxx to the editor of Yadkin Ripple and she's quoted saying "The Yadkin Valley Economic Development District, Inc. YVEDDI East Bend Senior Center and all others involved deserve to be commended for their dedication in recognizing our history and especially our veterans. Rhonda Beavers, the event coordinator did an excellent job." In Foxx's speech she said we were the only entity in her district that had a flag day celebration. Kathy asked Lisa Money to say a few words.</p> <p>Senior Services Director Lisa Money said it was a great event and she was very glad that she was able to go because she does not get to go to all of the Senior Center events as much as she would like to, but she was able to go that day and Rhonda did a fantastic job. There was a WWII veteran there; all types of the military were represented. They did a presentation of the flags; they had a flag folding demonstration and explained what each of the 13 folds meant. It was very moving and very beautiful, organized and the music was great. It was standing room only and we had over 100 in attendance, so Rhonda really knocked it out of the park and made YVEDDI shine. Rhonda received a personal letter from Foxx that Lisa read to the members (see attached). Lisa stated we have written a letter of commendation for Rhonda for her hard work and told her we are very proud of her. Kathy invited Rhonda to say something. Rhonda added that if she can make people happy that's what made her happy and we're doing it again next year and everyone is invited.</p>
<p>Executive Director Report</p>	<p><u>Good evening. Thanks to each of you for being here tonight.</u></p> <p>You have my report in your packet. Some additional things that I wanted to mention:</p> <ol style="list-style-type: none"> 1. On your table is a Conflict of Interest policy that we must review and sign every 2 years. No changes have been made. Are there any questions? If not, please sign and pass to Terry. 2. Also on your table <ul style="list-style-type: none"> ○ Our latest Newsletter ○ Senior Meal Sponsor Invitation 3. A Bylaws review should occur every 2 years per regulations. Our last revision was completed June of 2017. You have a working copy given to you at the April meeting. I would like you to decide how you want to do the review and revision. After some discussion, the Board agreed to put it on the P&E committee and if the board members have any suggestions or changes they want to make they can forward them to Kathy and we take it up at the next P&E committee and bring it to the full board. 4. Around the end of April, we had some birds move into the ceiling of the JFRC. One bird broke thru the ceiling and made a contaminated wreck of one room and the ceiling of 4 adjacent rooms. Birds can carry a range of diseases, so we had to contract an Industrial Hygienist for inspection and cleanup. In summary, the cleanup took a good bit of time and a significant amount of money. Surry County helped with the entire cleanup and graciously agreed to cover all the cost and we appreciate their help very much.

	<p><u>What to look out for in your packet:</u></p> <ol style="list-style-type: none"> 1. Stats report – thru May 2300 cases of DV; 60 people have increased their living wage; 56,000 HB meals served; 21,000 Congregate meals; 450 HS children; 1,048 RSVP Volunteers with 20,000 hours; 105,000 Tsp Trips; 73 homes weatherized! 2. Finance Report <ul style="list-style-type: none"> ○ Approval recommended for the Form 990 ○ Approval recommended to switch to the Bernard Robinson Auditing Firm <p><u>Appreciation</u></p> <ul style="list-style-type: none"> • Thanks to staff for all their hard work and getting us to the end of another mostly successful FY. • Car Show Fundraiser \$7k – see handout of results. • Special thanks to our commissioners and county managers for agreeing to advance FY20 TSP ROAP funding in July!!!
Board Development	<p><u>Child Outcomes</u></p> <p>Allison Chappell, HS Deputy Director, distributed a copy of the Year-End Child Outcomes report to members. Each of you know that Head Start was designed to help support disadvantaged children and to give them a level playing ground when they entered kindergarten. So, just because a child fell into a low social economic group, Head Start can bridge that gap. People think being prepared for kindergarten is about learning your name, colors, numbers, etc., but it's also about learning to socialize with one another, regulate emotions, and to basically get along. We do see behavioral issues so we are working with the children to change or correct that so they know how to get along with other children. We prepare the children for school but we also educate the parents to be ready for their children to start school with constant communication, parent meetings, and home visits. We provide school calendars and books to read because we now have a wonderful donor from Salisbury that donates thousands of books to us that we put in the classrooms, we give books to the children to take home and we also use them as a recruitment tool.</p> <p>The Child Outcomes report is to show the children are receiving quality services and if the children are learning and gaining. We currently use an online assessment tool called teaching strategies, and we have three check points for child assessments, which are fall, winter and spring. The data collected from the check points are shared with the parents so they know where the child is falling in their education. The data is also used to individualize our program and to individualize instruction for every child. Head Start sends reports to the public schools to inform them of where the child is in their learning and the schools have said they could tell what children have attended Head Start and which ones did not. Allison asked if there were any questions and there were one.</p>
Committee Council Reports	<p><u>Planning & Evaluation (P&E) Committee</u></p> <p>Eddie Harris said Kevin Austin was the former chair of this committee, and that Dr. Stevens was voted in as the new Chair at tonight's P&E committee. Dr. Stevens said they've decided to keep the same day and time for the meeting. Eddie added that this committee is very sensitive to the fact that we meet at 5:00 prior to the 6:00 board meeting. So, since our P&E meeting is in arrears by 1 month, we're very careful not to act on anything that needs time for board consumption. If there is extenuating circumstances and Kathy needs the board to act on something that's time sensitive, we had a consensus at the meeting that we will come to full board instead of putting in through with the committee report. Instead, we would ask to amend the agenda of the board meeting to bring that item to the full board for a proper discussion so the board can have a full input on whatever the item may be. Eddie asked if there were any questions and there were none. Eddie said he was looking</p>

	<p>for a motion to approve the P&E minutes.</p> <p>Motion by Richard Lasky Second by Shelby King Motion Carried</p> <p><u>Personnel Committee</u> Richard Lasky said we had a quorum and we just need an approval for the minutes. Eddie asked if there were any questions and there were none. Eddie said he was looking for a motion to approve the Personnel minutes.</p> <p>Motion by Sylvia Jessup Second by Mike Crouse Motion Carried</p> <p><u>Finance Committee</u> Jim Brown said he trusts by now everyone has read the finance minutes in their board packets. They moved their meeting up a week to avoid not having a quorum, but unfortunately still did not have a quorum the night of the meeting. Jim said if you look at page 41 of your board packet we're requesting approval to change auditing firms to Bernard Robinson and Company for FY19 to avoid the increase from our current auditing firm Dixon Hughes Goodman, LLP, which will double our fees. Eddie asked if there were any questions and there were none. Eddie said he was looking for a motion to approve the change in auditing firms.</p> <p>Motion by Suzanne Wright to approve the change in auditing firms Second by Marion Welborn Motion Carried</p> <p>Jim said the next approval we need is the Form 990 for FY18 provided by Dixon Hughes Goodman, LLP. Eddie asked if there were any questions and there were none. Eddie said he was looking for a motion to approve the Form 990 provided by Dixon Hughes Goodman, LLP.</p> <p>Motion by Jim Brown to approve the Form 990 Second by Wayne Frye Motion Carried</p> <p>Jim said the last approval we need is for the Finance minutes from our meeting. Eddie asked if there were any questions and there were none. Eddie said he was looking for a motion to approve the Finance minutes.</p> <p>Motion by Jamie Yontz to approve the Finance minutes Second by Richard Lasky Motion Carried</p>
Program Committees Councils	<ul style="list-style-type: none"> ○ Minutes – for information only

Program Statistical Reports (February 2019 – March 2019)	<ul style="list-style-type: none"> ○ Reports – for information only
Other	
Adjournment	<p>Eddie asked for a motion to adjourn.</p> <p>Motion by Dr. Ed Stevens to adjourn Second by Jimmy Walker Motion Carried</p>

The meeting adjourned at 6:50 PM

Next Board Meeting: August 22, 2019

Respectfully submitted,

Sylvia Jessup
Secretary

Terry Daniels
Staff Recorder

Board Members				<u>Staff and Guests</u>
<u>June 27, 2019</u>	<u>Present</u>	<u>Absent</u>	<u>Excused</u>	
Kevin Austin			X	Dawn Cheek
Jim Brown	X			Allison Chappell
Mickey Cartner			X	Linda Trivette
Kelly Craine			X	Janet Phillips
Mike Crouse	X			Rodney Bledsoe
Beverley Essick			X	Lisa Money
Ana Flores-Cortez			X	Rhonda Beavers
Wayne Frye	X			Rick Seibert
Eddie Harris	X			Jeff Cockerham
Rachel Horton			X	Kathy Payne
Debra Jessup	X			Terry Daniels
Sylvia Jessup	X			
Larry Johnson			X	
Mark Jones	X			
Shelby King	X			
Richard Lasky	X			
Jo Ann Layell				
Mary Olvera			X	
Dr. Edward Stevens	X			
Rebecca VanHoy			X	
Jimmy Walker	X			
Marion Welborn	X			
Suzanne Wright	X			
Jamie Yontz	X			