

BOARD OF DIRECTORS MEETING

November 9, 2021

Members Attending Virtually: Shelby Ball, Matt Balance, Kelly Burgin, David Carfolite, Noah Rose, Shannon Perry, Donecia Santana, Barbra Toler, Al Wilson and Kim Wilson.

Members Absent: Lora Baker, Annie Fritschner, Luke Huntley, Katherine Parnell

Guests Present: Patricia Greenstein

Staff Present: David White, Elizabeth Whitten, Linda Carter, Sheryl Fortune, Jeff Roper, Tim Camp, Terri Bowman, Bobby Kimmons, Rocky Cabagnot and Kim Hall

Kim Wilson opened the meeting at 6:01 PM. A quorum was present virtually.

Announcements:

- Sheryl Fortune's retirement celebration will be December 7, 2021 at 4:00 pm. Invitations to attend virtually will be forthcoming. Thank you again to Sheryl for her 33 years of exemplary service.
- David Carfolite, our newest board member, was welcomed.
- Our annual Recognition Luncheon will be December 21, 2021 @ 12:00 pm. Due to Covid, we will be conducting this as a virtual meeting again this year.

Minutes of October 14, 2021 Board of Directors Meeting:

Kim Wilson called for questions and corrections regarding the minutes of October's meeting of the Board of Directors. The minutes stand approved as submitted with a motion from Noah Rose and second by Al Wilson. All were in favor.

Chief Executive Officer's Report:

- **Housing Development:** David reviewed the proposal from Travis Fowler and First Victory to build housing in Transylvania County. There are 190 units on the proposal. There is a site concept and a details sheet in the portal for review. Discussion ensued. We are excited about this possibility and look forward to bringing more information to the board as it develops. This does not affect the property we have set aside for a new facility to replace Hillview.
- **Covid Update:** Per discussions with HR and legal counsel, we are not compelled to accommodate any exemption that causes us "undue hardship". The medical accommodation bar is set a lot higher than the religious exemption. We have accommodated four people based on religion, who will be working virtually. Most of the folks on medical have had a treatment or Covid and cannot be vaccinated for a given time period. We are doing the best we can to avoid service reductions but they seem inevitable with driver and teacher shortages.
- **Staff Bonuses:** The executive committee and the finance committee have approved some staff bonuses for folks that have worked through Covid. The proposal was discussed. The bonuses are based on years of service. (1-3 years \$450 – 3-5 years \$500 - >5 years \$550). Both committees motioned to approve the bonuses. Shannon Perry & Noah Rose both seconded the motion. With all were in favor, the motion carries.

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Executive Committee Report:

- **Sub committee assignments:** Assignments will go out within the next two weeks. If you have a preference please email Kim Wilson.

- **Board Application:** Kim Wilson brought forward a board membership application for Lisa Fort. Her application and qualifications were reviewed. The executive committee motioned to accept her application. Shannon Perry seconded the motion. All were in favor.

Treasurer's Report for September 2021 reported by Elizabeth Whitten, CFO:

- Unrestricted cash balance is \$1.3M
- Federal & State Grants Receivables increased to \$139K
- Prepaid expenses increased to \$167K
- Trade accounts payable decreased by \$60K

Kim Wilson called for questions regarding the Treasurers Report. There were no questions. The finance committee motion to approved. Matt Ballance seconded. The report was accepted as submitted.

- Audited Financial Statements were reviewed and discussed. The “Draft Statements” are in the portal for review. A vote to accept will be taken at the January board meeting.

Unfinished Business:

- None

New Business:

- **Focus Area Two Training:** Patty Greenstein from Foundations for Families presented a power point and reviewed the FA2 review process. Patty is an FA2 reviewer. This review gives us the opportunity to demonstrate how we are achieving our goals, working for continuous improvement and using our data.

Kim Wilson called for any additional business. None was proffered.

Adjourn: Kim Wilson asked for a motion to adjourn. Matt Ballance motioned. Al Wilson seconded. All were in favor. The meeting adjourned at 7:16 pm.

Our next board meeting is scheduled for Thursday, January 13, 2022 @ 6:00 pm.