

**BOARD OF DIRECTORS MEETING**

**February 10, 2022**

***Members Attending Virtually:*** Lora Baker, Shelby Ball, Matt Balance, Kelly Burgin, David Carfolite, Annie Fritschner, Katherine Parnell, Richard Reagan, Ellen Steele, Lisa Fort, Luke Huntley, Shannon Perry, Noah Rose, Donecia Santana, Al Wilson and Kim Wilson.

***Members Absent:*** Barbra Toler

***Guests Present:***

***Staff Present:*** David White, Elizabeth Whitten, Linda Carter, Tim Camp, Terri Bowman, Bobby Kimmons, Rocky Cabagnet and Kim Hall

***Kim Wilson opened the meeting at 6:00 PM. A quorum was present virtually.***

***Announcements:***

- Kim welcomed new Board Members: Richard Reagan, Lisa Fort and Ellen Steele to the board.

***Minutes of January 13, 2022 Board of Directors Meeting:***

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

***Chief Executive Officer's Report:***

- **Rutherfordton Project:** Zoning has been approved for the Child Care Center we are working to build in Rutherfordton.
- **Recruitment & Retention Task Force:** The team has developed a list of action items that have been prioritized by urgency and importance. We are moving forward to put these items in motion. One item is a CDA trainee program for Head Start and Early Head Start workers. We have shortened the orientation process and are working to make other areas of the hiring process more flexible. Bobby and I will be presenting at the March Head Start Conference on what we have learned and how WNCSource is addressing our staffing issues.
- **Covid Update:** We are keeping a close eye on our policies and protocols as Covid numbers are starting to subside. We will continue to follow CDC guidelines. We are proud of the proactive stance we have taken in protecting our clients, staff and community.
- **American Rescue Plan Act Funds:** We received a \$125K grant from the Land of Sky Regional Commission to support our home delivered meals program in Transylvania County. These funds will need to be spent before September 2024.

***Executive Committee Report:***

- The committee received the same updates that David just presented. The committee voted to continue to support the agencies policies around Covid.

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- Kim called for any questions or discussion. None was proffered.

***Treasurer's Report for December 2021 reviewed by Al Wilson:***

- Unrestricted cash balance is \$1.66M
- The agencies net assets increased in December by \$324K
- WNCSource received \$284K in Stabilization Grant funds from the state to support quarterly expenses for extended day care operations (Wrap Around).
- Some sections of the income statement were reviewed.

Kim Wilson called for questions regarding the Treasurers Report. There were no questions. David Carfolite motioned to accept. Shannon Perry seconded. The report was accepted as submitted.

***Unfinished Business:***

- There was discussion regarding visually impaired transit issues and the outstanding transit contract bid to the County. David White reported we should know about the transit contract by February 18, 2022. The board will be notified as soon as we have any information regarding the contract being awarded.

***New Business:***

- Annie Fritschner welcomed the new board members and reminded them there are training videos on the board portal. She welcomed them to call her with any questions.

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

***Adjourn:*** Kim Wilson asked for a motion to adjourn. David Carfolite motioned. Annie Fritschner seconded. All were in favor. The meeting adjourned at 6:45 pm.

Our next board meeting is scheduled for Thursday, March 10, 2022 @ 6:00 pm.