

**BOARD OF DIRECTORS MEETING**

**April 14, 2022**

**Members Attending Virtually:** Al Wilson, Barbra Toler, David Carfolite, Donecia Santana, Ellen Steele, Kelly Burgin, Kim Wilson, Lisa Fort, Luke Huntley, Noah Rose, Shannon Perry, and Shelby Ball.

**Members Absent:** Annie Fritschner, Katherine Parnell, Lora Baker, Matt Balance, and Richard Reagan.

**Guests Present:** Sherri Pridmore.

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

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

**Announcements:**

- The company picnic is scheduled for noon on May 27, 2022. It will be held at Jackson Park - Shelters 2 & 3. Please mark your calendars to attend.
- We have started a company softball team. All are welcome to participate. The next practice is Monday, April 18, 2022 @ 6:00 pm at Rugby Middle School.

**Minutes of March 10, 2022 Board of Directors Meeting:**

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

**Chief Executive Officer's Report:**

- **Henderson County Community Foundation:** We received notification today that we were award one of the Foundations 40<sup>th</sup> Anniversary grants. The grant is for \$33,400 and will be used for the CDA Trainee Program.
- **Recruitment & Retention Taskforce:**  
The taskforce strategies are beginning to pay off. Our transportation department is now fully staffed and our CDA Training Program has six candidates enrolled with a few more in the pipeline. Some are parents with kids in our program. This is a core principal for Head Start. We have also filled five other positions in Children's Services.
- **Best in Blue Ridge:** Last year we won three awards and finished as finalists in five other categories. This has helped build recognition. We will be sending a link to participate in this year's competition as well. David was on WTZQ this morning talking about rebranding and the awards we won last year through best of Blue Ridge. Please take a moment to participate and help us promote the agency.
- **WNCSource Putt-Putt Team:** Our team won the First Annual Smart Start Partnership of Henderson County Putt-Putt Tournament last week.

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***Executive Committee Report:***

- The committee has nothing to bring before the board at this time.

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

- Unrestricted cash balance is \$1.7M
- WNCSource received \$445K in Stabilization Grant funds from the state to support quarterly expenses for extended day care operations (Wrap Around).

Kim Wilson called for questions regarding the Treasurers Report. There were no questions. The Finance Committee motioned to accept. Noah Rose seconded. The report was accepted as submitted.

***Unfinished Business:***

- None was proffered.

***New Business:***

**Section 8 Housing:**

Kim Wilson called for a motion for the Board of Directors to close the meeting and open a Public Hearing for comments and questions on the following Section 8 documents. Noah Rose so moved. Shannon Perry seconded the motion. All were in favor.

Robert Hooper reported he received no inquiries prior to the meeting and asked if anyone from the public was present for comments or questions. No members of the public were present.

The public hearing adjourned and the board meeting re-convened with a motion by Noah Rose and a second by Shannon Perry. Robert presented the below items to the board and called for questions or comments.

- **2022-23 Streamlined Annual PHA Plan and Certification of Compliance with the PHA Plans & Related Regulations.** The Housing Committee motioned to adopt. Al Wilson seconded. All were in favor.
- **2022-23 Payment Standards for Henderson & Transylvania Counties.** The Housing Committee motioned to adopt. Al Wilson seconded. All were in favor.

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**Children's Services:**

Linda Carter presented the following items to the board for approval and called for questions or comments.

- **CCP Grant #04HP000306 – 4<sup>th</sup> Year Continuation Grant Application**  
A motion to approve the application came from Ellen Steele. Al Wilson seconded the motion. All were in favor.
- **Early Head Start Grant #04HP000443 – 2<sup>nd</sup> Year Continuation Grant Application**  
A motion to approve the application came from David Carfolite. Al Wilson seconded the motion. All were in favor.
- **Children's Services Program Operation Plan 2022-2023**  
A motion to approve the Plan came from Donecia Santana. Al Wilson seconded the motion. All were in favor.

**Finance Department:**

Elizabeth Whitten presented the following items to the board for approval and called for questions or comments.

- **2022-23 Head Start - Early Head Start Grant #04CH011737 Carry-over Funds Request**  
A motion to approve the request came from Noah Rose. Ellen Steele seconded. All were in favor.
- **2022-23 Early Head Start Expansion Grant #04HP000443 Carry-over Fund Request**  
A motion to approve the request came from David Carfolite. Shannon Perry & James Burgin seconded the motion. All were in favor.

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

**Adjournment:**

Kim Wilson asked for a motion to adjourn. Ellen Steele so motioned. Noah Rose seconded. All were in favor. The meeting adjourned at 6:54 pm.

Our next board meeting is scheduled for Thursday, May 12, 2022 @ 6:00 pm.