

## **BOARD OF DIRECTORS MEETING**

**October 12, 2023**

***Members Attending Virtually:*** Brenda Blackburn, Brock Goodling, David Carfolite, Ellen Steele, Katherine Parnell, Kelly Burgin, Kim Wilson, Lorraine Redd, Matt Ballance, Noah Rose, Richard Reagan, and Shannon Perry. (12)

***Members Absent:*** Carolyn Chandler, and Victoria Saldana. (2)  
Donecia Santana (Resigned 9/30/23)

***Guests Present:*** Angela Kemper

***Staff Present:*** Bobby Kimmons, Bonnie Wilson, David White, Elizabeth Whitten, Jeff Roper, Kim Hall, Linda Carter, Robert Hooper, Rocky Cabagnet, Terri Bowman, and Tim Camp. (11)

***Kelly Burgin opened the meeting at 6:18 PM. A quorum were in attendance.***

### ***Announcements:***

- In person attendee introductions were made.
- The Winter Luncheon will be held December 19<sup>th</sup> @ Noon. Please mark your calendars to attend.

### ***Minutes of September 14<sup>th</sup>, 2023 Board of Directors Meeting:***

Kelly Burgin called for questions and/or corrections regarding the minutes of September's meeting of the Board of Directors. With the exception of a spelling error on page three - The minutes stand approved as submitted with a motion from Ellen Steele and second by Shannon Perry. All were in favor.

### ***Chief Executive Officer's Report, David White:***

- Recruiting Children & Families  
Recruitment of both staff and children was discussed. A graph showing Funded and Actual Enrollment was reviewed. Terri Bowman distributed our new QRC coded enrollment cards.
- Government Shutdown  
Fortunately, the government avoided a budget shutdown. We did draw down all available funds prior to their deadline. With our programs having varying fiscal year ends, generally most are good for a few months should a shutdown occur. There are a few programs, like SNAP, that would negatively affect our clients.
- McDonald's Incident  
The board was informed of Apple Country's involvement in the unfortunate incident that occurred. An erratic individual assaulted one of our passengers when she got off the bus on Four Seasons Blvd. Shortly thereafter, the aggressor followed our passenger into McDonalds where her behavior continued. This led to another altercation with a McDonald's employee, which ended in the aggressor being killed. We are cooperating with the investigation. Thus far, the media have not contacted us.

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### ***Executive Committee Report, Kelly Burgin:***

- We are making gains in hiring and with the enrollment initiative. We do need more staff to allow us to enroll more children.
- We are looking for more board members. Please consider your sphere of influence and invite any potential candidates to complete a board membership application.

### ***Executive Committee Elections, Kelly Burgin:***

- The committee slate is as follows: Ellen Steele - Chair, David Carfolite - Vice-Chair, Richard Reagen - Secretary, and Matt Ballance - Treasurer.

The chair called for additions or changes. None were proffered.

There was a motion from the Executive Committee to approve the slate as presented. Brenda Blackburn seconded the motion. All were in favor.

### ***Treasurer's Report for August 2023 reviewed by Donecia Santana:***

- The Treasurer's Dashboard was reviewed. Kelly Burgin called for questions and/or comments. None were proffered. The report was accepted as presented with a motion from the Finance Committee, and a second by David Carfolite. All were in favor.

### ***HR Report for August 2023, Bobby Kimmons:***

- The HR Dashboard was reviewed. Bobby asked for questions and/or comments. Wrap-Around was discussed. The report was accepted as presented.

### ***Unfinished Business:***

- Board Self-Assessment Survey, Angela Kemper  
Angela presented a power point. The information was reviewed and discussed. Board donations and committee membership was discussed. Ellen and David will be reviewing the committee assignments for the upcoming year.

### ***New Business:***

- Housing Department Utility Schedule, Robert Hooper  
There have been increases in utility costs of over 10% in both Henderson & Transylvania Counties. As a result, we have updated our Utility Allowance Schedules. The new schedule was reviewed. Robert called for any questions or concerns. None were proffered. Ellen Steele motioned to approve the new utility schedule. Matt Ballance seconded the motion. All were in favor. The schedule was approved as presented.
- Transportation Presentation, Jeff Roper & Bonnie Wilson:  
Bonnie Wilson has completed all the drug and alcohol training required to become DAPMC Certified. She can now administer and manage our drug and alcohol policies internally.

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Jeff and Bonnie also presented a power point reviewing the changes in the transportation department over the past few years. The power point is available on our board portal. The department has made great strides and is working hard to continue to grow.

- Kim Wilson was presented with an award for her service as a board member over the last six years, serving as Board Chair for two of those years. Her dedication has been incredible. We appreciate all she has done and wish her great things in her future endeavors.

Kelly Burgin called for any additional business. None was proffered.

### ***Adjournment:***

Kelly Burgin called for a motion to adjourn. Brenda Blackburn so motioned. Ellen Steele seconded. All were in favor. The meeting adjourned at 8:15 pm.

Our next board meeting is scheduled for Thursday, November 9<sup>th</sup>, 2023 @ 6:00 pm.  
The November board meeting will be held virtually.