

BOARD OF DIRECTORS MEETING

November 14, 2024

Members Attending Virtually: Betsy Burrows, Brenda Blackburn, Brock Goodling, David Carfolite, Khaled Khiyar, Madeline Offen, Matt Ballance, Mike Earle, Richard Reagen, Shannon Perry and Terry Houck. (11)

Members Absent: Ellen Steele and Joshua Kennedy. (2)

Guests Present: Angela Kemper

Staff Present: Bobby Kimmons, David White, Elizabeth Whitten, Kim Hall, Robert Hooper, Terri Bowman and Tim Camp. (7)

David Carfolite opened the meeting at 6:00 PM. A quorum was present virtually.

Announcements:

- The December 12th, 2024 Board Meeting will be held in person at Highland Lake Inn's Kudzu Cottage at 6:00 pm. Dinner will be provided.

Minutes of October 10th, 2024 Board of Directors Meeting:

David Carfolite called for questions and/or corrections regarding the minutes of October's meeting of the Board of Directors. The minutes stand approved as submitted with a motion from Terry Houck and a second by Khaled Khiyar. All were in favor, none opposed.

Strategic Planning Update: Terry Bowman, Elizabeth Whitten, Angela Kemper

The team reviewed their PowerPoint presentation, which is available in the board portal. The structure of the plan, the goals, how we will measure impact and success were discussed along with strengthening our marketing to emphasize that we are a non-profit.

Chief Executive Officer's Report:

- Hurricane recovery update
 - Housing applied for waivers that will extend eligibility for clients
 - Children Services worked with World Kitchen to distribute meals from our Sugar Hill and King Creek sites
 - Transportation worked with FEMA to move folks to shelters
 - Deb Haight, Kiki Jackson & Bridgett Librado worked to distribute donated supplies
 - Terri Bowman and Elizabeth Whitten are working to secure funding to help pay for some recovery costs
 - We will have a table at the FEMA Center this week to hand out information about our services
 - All our centers are open except Etowah, which had significant flood damage. We are serving those children at other centers.

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➤ Housing Department news

The housing department scored 100 on their SEMAP (Section Eight Management Assessment Program). SEMAP shows how well you are utilizing your vouchers, funding, wait lists, etc. We celebrated with a lunch at Highland Lake Inn.

Executive Committee Report:

- Reviewed and discussed the items reported in the CEO Report.
- Discussed board recruitment
- Discussed succession planning for senior staff and the board

Treasurer's Report for September 2024, Matt Ballance:

- The Treasurer's Dashboard was reviewed. The Chair called for questions or comments. None was proffered. The report was accepted as presented with a motion from the Finance Committee, and a second by Richard Reagen. All were in favor, none opposed.

HR Report for September 2024, Bobby Kimmons:

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

Unfinished Business:

- NCDOT Grant Requests, Tim Camp
 - Public Hearing - The Chair called for a motion to open a public hearing. Shannon Perry so motioned. Richard Reagen seconded. All were in favor.
 - There were no requests to speak from the public.
 - The Chair called for a motion to close the public hearing. Mike Earle so motioned. Brenda Blackburn seconded. All were in favor.
- Program Resolution FY26 & FY25 Funding changes for Section 5311 and 5310 were reviewed. Motion to approve by Matt Ballance. Second by Richard Reagen. All were in favor.

New Business:

- Housing Department, Robert Hooper
 - HUD approved our request to use Exception Rate Payment Status due to Hurricane Helene. This will allow us to extend voucher expiration dates giving clients more time to find units.
 - Motion to accept HUD waivers from the Housing Committee. Seconded by Shannon Perry. All in favor. None opposed.

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- Reviewed procedures for determining Fair Market Rents and Payment Standards. Reviewed the requested changes for Henderson and Transylvania Counties. Copy available in board portal.
 - Motion to accept updated Payment Standards for Henderson County from the Housing Committee. Seconded by Matt Ballance. All in favor. None opposed.
 - Motion to accept updated Payment Standards for Transylvania County from the Housing Committee. Seconded by Matt Ballance. All in favor. None opposed.
- The chair discussed the passing of Robert McCallister. We rented the Bargain Hendo building from him when it was open. Due to other people's passing, executor duties have fallen to David White. We are not aware of any conflict of interest but we did want to make the board aware.

The Chair called for any additional business. None was proffered.

Adjournment:

The Chair called for a motion to adjourn. Brenda Blackburn so motioned. Matt Ballance seconded. All were in favor. The meeting adjourned at 7:15 pm.

Our next board meeting is scheduled for Thursday, December 12th, 2024 @ 6:00 pm in the Highland Lake Inn – Kudzu Cottage.