

Agenda

GREENWOOD COUNTY FIRST STEPS FULL PARTNERSHIP ANNUAL BOARD MEETING

6/2/22 - 6:00 PM
FY22 - Meeting #9

Meeting called by: Board Chairman – Loretta Parker
Type of meeting: Board Meeting –Virtual Only

AGENDA TOPICS

CALL TO ORDER

LORETTA PARKER

INVOCATION

TOPICS OF DISCUSSION

- Review Reimbursement Letter to Social Change
- Personnel matters

ADJOURN

Special notes: Board Training: Monday, June 6, 2022, @ 5:30 PM

Excused Absence(s):

No Executive Director's Report

TYPES OF MOTIONS

- Main Motion:** Introduce a new item
- Subsidiary Motion:** Change or affect how to handle a main motion (vote on this before main motion)
- Privileged Motion:** Urgent or important matter unrelated to pending business
- Incidental Motion:** Questions procedure of other motions (must consider before the other motion)
- Motion to Table:** Kills a motion
- Motion to Postpone:** Delays a vote (can reopen debate on the main motion)

Greenwood County
First Steps Full Partnership Special Called Board Meeting
June 2, 2022

Reginald White, Board Vice Chair, called to order via virtual platform a 'special called meeting' (#9) of the GCFS Full Partnership Board on Thursday, June 2, 2022, 6:00 PM, until Board Chair Loretta Parker was able to log-on.

Present: Reginald White, Loretta Parker, Cathy L. Miller, Johnny Ledford, April Ouzts, Jane H. Merrill, Alvin Deal, Carolyn McCutcheon, Cynthia Aaron, Becky Corbin Vallery C. Smith (11 of 17 present)

Excused Absences: Rosella Quarles (medical), Matthew Scruggs, Tracy Baldwin, Michelle, Whitaker

Absences: Bill Robinson, Shalina Durant

Agenda Topics of Discussion:

- **To review Reimbursement Letter to Social Change**
- **To discuss Personnel Matters**

Reimbursement Letter to Social Change:

Loretta Parker, Chair informed board members a letter to Social Change for reimbursement of funds needs to be sent. She asked for a show of hands or a response in chat in submitting the 'Reimbursement Letter to Social Change.' A majority of members were in agreement. A motion by Alvin Deal, to have a certified letter mailed on June 3, 2022 with a response by June 10, 2022 was made. Johnny Ledford second and motion carried. Board Chair asked Jane Merrill to compose the letter and Alvin Deal consented to get it certified and taken to Reginald White for signature since Loretta Parker will be out of town. GCFS will reimburse for the postage...whether it is hand delivered or through a process server. It will be addressed to Mr. Gaskin's physical address.

Other Concerns: Board Members Miller and Aaron expexess the business of the GCFS Board should remain within the confinds of board and not to be shared with either current or former staff. The Board Chair and Vice Chair should be the only persons sharing information beyond the board.

Question proposed by Becky Corbin: What happens if ED refuses to repay/recoup said funds?

Reginal White, Vice Chair, remarked, first, the board should send a letter requesting that the necessary funds be reimbursed. If Mr. Gaskin is not in compliance, then it is referred to the State Office, and further actions maybe taken.

Resignation of Board Member:

Mrs. Parker, informed board members that via email dated May 31, 2022, Matthew Scruggs, GCFS Board Member has submitted his resignation effective immediately. She thanked him for his service and wanted it noted in the minutes.

Personnel Matter:

Board Vice Chair stated that an Interim Executive Director is needed to continue the day to day operations of GCFS until an Executive Director is hired. He also commented we have on hand the document that Mr. Gaskin provided reference ED job duties and responsibilities; but not much guidance or documentation on the hiring of an Interim Executive Director. Concerns were shared: if an interim ED is hired and is a current employee, may compensation be offered for the additional work? And are there comparable compensation rates we may use to determine the amount to be offered? Is the current Program Director interested in the position of an interim Executive Director? If the current Program Coordinator,

Mrs. Santasha Highly is interested in the Executive Director position then she would have to apply and go through the hiring process as any other applicant would have to undergo. If she has no desire to pursue the Executive Directorship, then it should be stated in explicit terms that she would not lose her current position. If any Board Member know of potential persons whom may be interested in becoming the Executive Director of GCFS then they may encourage them to follow the necessary process for all applicants...complete an application and prepare to be interviewed.

Reginald White commented the 'Executive Director Salary Analysis' of Partnerships in the Piedmont Region was sent tonight to Board Members; along with nine (9) other documents you probably have not had time to review as of yet.

Jane Merrill remarked that we need to develop a strategy and timeline to begin the search for an ED and to advertise. Example: Advertise by July 15; Complete interview by October 15; Goal for New Director to start by Dec 1. The current Transition Committee would undergrid this task as The Search or Nominating Committee. Transition Committee: Reginald White, Chair, Cathy Miller, Cynthia Aaron, Becky Corbin and Alvin Deal.

Derek Cromwell, from OFS called and stated the board could vote on an interim Executive Director at this time and can determine at a later time a reasonable pay amount to offer that person.

Corbin made a motion to offer Mrs. Highley Interim Executive Director, in addition to her current role of Program Coordinator, with additional compensation, to be determined at a later date. This will be an interim position and not a guaranteed offer for the Executive Director position and should she desire to apply for the position she will need to go through the application and hiring process. We will keep her updated on the search process and the timeline of the Interim Director position.

(Becky...complete minutes please; tks)

- The meeting was adjourned at 7:45 PM.

Submitted by:

Vallery Smith, Secretary, GCFS