

MINUTES OF MEETING OF THE BOARD OF DIRECTORS
of
CAROLINA COMMUNITY ACTIONS, INC.
held at
CHESTER COUNTY GOVERNMENT COMPLEX
on
OCTOBER 10, 2017

Board Members Present:

CHESTER COUNTY

Azilee Hill
Burley McDaniel
Angela Twitty

FAIRFIELD COUNTY

None

LANCASTER COUNTY

LaQuita Barnes
Tim Cureton
Elaine McKinney

UNION COUNTY

Edith Foster
Sonya Glenn
Lewis Jeter
Pamela Sloss

YORK COUNTY

Fred Garrison
Denise Lowry
Melvin McCullough
Regeana Phillips
Marva Roseborough

Board Members Absent:

CHESTER COUNTY

Davida Schultz

FAIRFIELD COUNTY

John Peoples

LANCASTER COUNTY

Karla Garris

UNION COUNTY

None

YORK COUNTY

Daniel Ballou
Jamie Quinn
Isaiah Venning

**MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
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The Carolina Community Actions, Inc. Board of Directors held a regular meeting in Chester at 6:30 p.m. on October 10, 2017, with Mr. Lewis Jeter, Chair, presiding.

Following the invocation, Ms. Lowry, Membership Committee Chair, introduced Ms. Regeana Phillips, the newly appointed replacement for Brother David Boone.

The roll was called; quorum was present.

The minutes of the last meeting were approved as presented.

Under Continuing Board Education, the Executive Director recognized Mr. Damien Ward, WIOA Program Manager. Mr. Ward presented a proposed program titled People In Transition (P.I.T.), noting that potential funding is available from the J. Marion Sims Foundation. After a discussion and questions Ms. Sloss made a motion, which was seconded and carried, that the board endorse the P.I.T. Program.

The Chair announced that there will be an executive session later in the meeting.

Under Finance Committee Report, Mr. Cureton had Ms. Kee, Finance Director, review the total agency budget. After several questions, Mr. Cureton made a motion, which was carried, that the board accept last month's reports and receive the ones presented this month under advisement.

There was no Membership Committee Report; Ms. Lowry again welcomed new member, Ms. Phillips.

Under Planning and Programs Committee Report, Ms. Hill reported that the state has offered additional LIHEAP client assistance funding to those agencies which are on target with their spending. She added that the agency has been offered \$176,000 for a total of \$2,771,820 in LIHEAP funding; she then made a motion, which was carried, that the board approve the \$176,000.

Under Head Start Policy Council Report, Ms. Roseborough reported the Policy Council last met on September 6, 2017 and items of business from that meeting were reported at the September board meeting; she added that the next Policy Council meeting will be October 11th.

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The Executive Director:

- announced that this year's statewide board training will be November 30th thru December 2nd at the Marriott in North Charleston, and
- praised the work of the Executive Committee in its search for an Executive Director.

The board entertained a motion to go into executive session for a discussion of employment. Ms. Hill made a motion, which was seconded and carried, that the board go into executive session. Upon return to open session the Chair reported that no action was taken in executive session.

Mr. Jeter reported the Executive Committee is recommending the hiring of Ms. Karen Brackett Browning as the agency's Executive Director; Ms. Sloss made a motion, which was seconded and carried unanimously, that the board approve the Executive Committee's recommendation.

Mr. Jeter reported that the Executive Committee has authorized Mr. Garrison, Personnel Committee Chair, and Mr. Cureton, Finance Committee Chair, to negotiate the offer to Ms. Brackett Browning. Ms. Sloss made a motion, which was seconded and carried, that the board approve Mr. Garrison and Mr. Cureton to negotiate the offer.

Mr. Jeter recommended that the Executive Committee be authorized to approve the negotiated offer. Ms. Sloss made a motion, which was seconded and carried, that the board authorize the Executive Committee to approve the negotiated offer.

Under New Business, the Chair recessed the meeting so each county could select its representative to the Nominating Committee. When the meeting reconvened, the following Nominating Committee members were announced:

Chester	David Schultz
Fairfield	John Peoples
Lancaster	LaQuita Barnes
Union	Edith Foster
York	Fred Garrison

Ms. Regeana Phillips was elected from the floor as the member at large. The Board Chair named Mr. Garrison to serve as the Nominating Committee Chair.

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Ms. Phillips moved that the board approve a 90 day Consulting Agreement which authorizes the current Executive Director to provide consultation to the newly hired Executive Director. The motion was seconded by Ms. Sloss and was carried.

The Chair asked that the Nominating Committee confer briefly to set a date for its meeting and announced that the next board meeting will be December 12, 2017.

The meeting adjourned at 8:05 p.m.


Lewis Jeter, Chair

Edith Foster, Secretary

Handouts

- October Agenda
- September Minutes
- August Financial Report
- September Head Start Financial Report
- August Monthly Credit Card Activity Report
- August Meal Reimbursement Report
- August Weatherization Homes in Progress Report
- Executive Director Job Announcement
- Executive Director Job Description
- Karen Brackett Browning's Resume
- CCA Salary Chart
- Consulting Agreement
- *Board and Administrator* Publication