



March 8, 2022
Board of Directors Meeting Minutes
6:00 p.m.

Southeastern Community Action Partnership, Board of Directors meeting was held on March 8, 2022, via ZOOM. William Ballard, Vice Chairperson, called the meeting to order, and gave the invocation. William Ballard, Vice Chairperson, recited the mission statement: “to improve and empower the lives of the people we serve.”

Attendance: the following members were in attendance, establishing a quorum:

Bladen

Arthur Bullock

Brunswick

William Ballard
Valorie Hatten
Carl L. Parker

Columbus

Barbara Featherson
Carolyn Crocker
Melinda Lane

Hoke

Shirley Hart
Jordyn McCormick

Pender

Loretta Schmitzer
Patricia Walker

Robeson

Sandy Mallory
Melissa Oxendine

Scotland

John Alford
Tony Spaulding
Renea Walker

Consent Agenda Items:

- a. Head Start Average Daily Attendance – January 1 – 31, 2022
- b. My Teaching Strategies Fall 2021-2022 School Readiness
- c. Early Childhood Dev. and Health Summaries Report – November 2021(PIR)
- d. Disabilities Services Summary Report – November 2021

Carl Parker offered a motion to approve the Consent Agenda, seconded by Shirley Hart. Motion approved.

Agenda: March 08, 2022

Arthur Bullock offered a motion to approve the Agenda as presented, seconded by Carl Parker. Motion approved.

Minutes: January 25, 2022

Arthur Bullock offered a motion to approve the minutes of January 25, 2022, seconded by Carl Parker. Motion approved.

Chief Executive Director Updates: Dr. Ericka J. Whitaker

There is a possibility that we will be able to open the new Maxton Head Start Center in mid June, 2022.

Vision- to have a community center in the Maxton Community.

Laurinburg Head Start Facility – once the old modular is removed from the site, the parking lot will be paved.



Mt. Olive Head Start Center- The building was up for auction on the 25th of February, 2022, the local church in that area secured the bid, the church is still willing to partner with us in that community, they are looking forward to keeping SCAP in the Mt. Olive Head Start Center building.

Board of Directors of terms - The Executive and Nomination Committees met on March 02, 2022 to discuss board terms, the Bylaws were revised due to the pandemic, to continue terms during a natural disaster or pandemic. We continued everyone's terms who would have rotated off two years ago, it is time to rotate off. If you are rotating off, and desire to return after one year, if your designee wants you to represent them and the seat is open you may do so, to serve a total of six year. Those who would rotate off within one year we are recommending to extend their term for a year term.

The three year terms are still in effect, sit out one year and come back on for another three years for a total of six years.

Recommendation-

In the absence of Sandford Locklear, Nominations and Governance Committee Chair, Melissa Oxendine will serve as interim Chair of the Nominations and Governance Committee. Elections for officers will be held at the May meeting and new officers will begin to serve in July 2022. If any remaining board member deserve to serve in the role of an officer, please let Cynthia Foskey know by Friday, March 11, 2022.

William Ballard offered a motion to approve the recommendations of the Nominations and Governance Committee, seconded by Melinda Lane. Motion approved.

The Board of Directors Summit will be held at Myrtle Beach SC Board members will arrive on March 14, 2022 until March 16, 2022.

Pandemic Procedures: Tamara Monroe, Chief Operating Officer

The Agency will follow the CDC related guidelines from ten days to five days diagnosis may return to work, if you are not having any symptoms of COVID. Employees may return to work without a negative result as long as they are not having any symptoms within five days.

William Ballard offered a motion to accept the updates to the Pandemic Policy, seconded by Carolyn Crocker. Motion approved.

Head Start/EHS Program: Tonie Brite Director:

Child and Adult Care Food Program Report – The months of November and December is added to this report. The reimbursement rates were effective for July 1, 2021 through June 30, 2022.

Carolyn Crocker offered a motion to approve the CACFP report for the meal counts and reimbursement for program year 2021-2022, seconded by Barbara Featherson. Motion approved.

The Training and Technical Assistance Plan Narrative for funding year 2022-2023 Grant Number 04CH4717 was presented and reviewed with the Board, the T&TA Plan Narrative must be submitted with the refunding application.



Carl Parker offered a motion to approve the Funding Year 2022-2023 Training and Technical Assistance Plan Narrative, seconded by Melissa Oxendine. Motion approved.

Statement of Financial Position: Liying Reeder, Chief Financial Officer

The statement of financial position for the period ending January 31, 2022, with a total liability and equity for this period being \$7,528,527.62. The revenue and expenditure report by project detail is for the period of July 1, 2022 to January 31, 2022. Credit Card expenditures for January, 2022 totals were \$11,880.44.

Carl Parker offered a motion to accept the financial report , seconded by Shirley Hart. Motion approved.

Community Services Block Grant Program: Kathleen Lowe-Jacobs, Program Director

CSBG now have satellites offices in Columbus County at the Community College and in Maxton at the Municiple Building, to be visible in these areas once a week.

Board News: Melinda Lane annouced her retirement , this will be her last board of directors meeting. "It was a pleasure to have served on this board".

Next Regular Scheduled Board of Directors Meeting is May 3, 2022 at 6:00 p.m. via ZOOM.

Meeting adjourned at 6:53 p.m.

Submitted by

Carolyn Crocker

Carolyn Crocker, Board Secretary