



May 03, 2022  
Board of Directors Meeting Minutes  
6:02 p.m.

Southeastern Community Action Partnership, Board of Directors meeting was held on May 03, 2022, via ZOOM. Arthur Bullock, Board Chairperson, called the meeting to order. John Alford gave the invocation. Arthur Bullock, 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  
Keith Graham

**Brunswick**

**Columbus**

Carolyn Crocker  
Barbara Featherson

**Hoke**

Shirley Hart  
Jordyn McCormick

**Pender**

Loretta Schmitzer  
Patricia Walker

**Robeson**

Sandy Mallory  
Melissa Oxendine

**Scotland**

John Alford  
Tony Spaulding

The following members called requesting to be excused from the meeting: Carolyn Crocker offered a motion to approve the members' request to be absent, second by Barbara Featherson. Motion approved.

**Brunswick**

William Ballard  
Carl Parker  
Valorie Hatten

**Hoke**

Larry McLean

Consent Agenda Items:

- a. Head Start Average Daily Attendance February 1, 2022
- b. Follow-up Compliance Monthly Summary Report February 2022
- c. Mentor Coaching Monthly Summary Report February 2022
- d. Health Services Unit Summary Report February 2022
- e. My Teaching Strategies Winter Report

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

Agenda: May 03, 2022

Carolyn Crocker offered a motion to approve the agenda as presented, seconded by John Alford. Motion approved.

Minutes: March 8, 2022

John Alford offered a motion to approve the minutes of March 8, 2022, seconded by Barbara Featherson. Motion approved.



Chief Executive Officer Report: Dr. Ericka J. Whitaker

The Head Start Center at Maxton is almost complete, we are anticipating a ribbon cutting ceremony in August 2022. We will keep the board informed of some future ideas that we are planning for the agency.

There will be a called meeting Jun 7, 2022, at 6:00 p.m., the location is Robeson Community College campus in the Workforce Development Center, Building 18.

The Mt. Olive Head Start was sold, but we are still and will remain occupying this location, with negotiations for a lease increase this 2021-2022 PY and next 2022-23 PY.

Statement of Financial Position: Liying Reeder, CFO

Liying Reeder presented to the Board for the FY22-23 Agency-wide Budget, the total budget is \$17,383,180.50.

Barbara Featherson offered a motion to approve the FY 22-23 Agency-wide budget, seconded by Shirley Hart. Motion approved.

Ms. Reeder presented the HUD Section 8 Program Budget FY 2022-2023; total budget is \$2,580,977.

Tony Spaulding offered a motion to approve the FY 2022-2023 HUD Section 8 Program Budget, seconded by Carolyn Crocker. Motion approved.

The Revenue and Expenditure Report for the period ending March 31, 2022, total liabilities and equity for this period is \$7,821,981.89.

Credit Expenditures Report for March 2022, total expenditures \$31,853.47.

Carolyn Crocker offered a motion to accept the financial report, seconded by John Alford. Motion approved.

Nominations and Governance Report: Dr. Melissa Oxendine

The Nominations and Governance Committee met and polled the remaining Board members concerning their interest in becoming an officer. No one voiced an interest in serving as an officer for the 2022-23 Program year. The following members were identified to possibly serve on the Executive Committee:

Shirley Hart; Carl Parker; Tony Spaulding, and Loretta Schmitzer.

Ballots were emailed to all Board members with an opportunity to select the recommendation from the Governance Committee and write in other candidates of their choice.

Ballots received: A quorum of the seated board members returned their ballots for counting.

Shirley Hart received 10 votes for Chairperson and one vote for Vice Chair

Carl Parker received 10 votes for Vice Chair and one vote for Chairman

Tony Spaulding received 11 votes for Secretary

Loretta Schmitzer received 11 votes for Treasurer

The Nominations and Governance Committee is asking board approval to accept the recommendation of the following to serve on the Executive Committee of the Board for the 2022 – 2023 PY:



Shirley Hart – Chairperson

Carl Parker – Vice Chairperson

Loretta Schmitzer - Treasurer

Tony Spaulding – Board Secretary

Barbara Featherson offered a motion to approve the recommendation of the Nomination and Governance Committee for the list of officers for the 2022-23 program year, seconded by Patricia Walker. Motion approved.

Seating of New Board Representative:

Melissa Oxendine presented to the Board for approval the seating of Tim Ivey, Scotland County Commissioner, who will be filling the seat of John Alford, whose term will expire on June 30, 2022. The Governance Committee reviewed the profile of Mr. Ivey and is recommending to the Board for approval to seat him as the elected official representing Scotland County Commissioners.

John Alford offered a motion to approve seating Tim Ivey as a SCAP Board Member, seconded by Barbara Featherson. Motion approved.

Melissa Oxendine informed the Board that she will not be able to attend the June 7, 2022, called board meeting.

Next Board of Directors Meeting:

Loretta Schmitzer offered a motion to approve the meeting for June 27, 2022, at 6:00 p.m. the location Robeson Community College Campus in Lumberton, seconded by Melissa Oxendine. Motion carried.

Adjournment by consensus at 6:31 pm.

Submitted by:

A handwritten signature in black ink that reads "Carolyn Crocker". The signature is written in a cursive, flowing style.

Carolyn Crocker, Board Secretary