



Board of Directors Meeting Minutes

August 30, 2018

1201 S. Briggs Avenue, Durham, NC 27703

Present: Bob Ashley, Deric Boston, Ilene Britt, Linda Chappel, Cathy Collie-Robinson, Drew Cummings, Phillip Harris, Brenda Howerton, Ashley Taylor Jacobs, Jason Jones, Karen O’Mansky, Michael Page, Delphine Sellars, Queron Smith, James Spencer

Absent/excused: Diamond Bethea, Ellie Erickson, Mike Lee, Joanne Pierce, David Reese, Donna Rewalt

Staff: Laura Benson, Danielle Johnson, Brittany Gregory, Jameka Wells

Cathy Collie-Robinson called the meeting to order at 3:10 p.m. with a quorum.

Agenda Item	Summary of Discussion	Motion	Action
Introductions and Announcements	- Cathy asked each person to share a summer highlight. - NCPC 25 th Anniversary Smart Start Gala will be held on September 22, 2018 at Marbles Children’s Museum, with special entertainment and guests.		
Consent Agenda <u>Approving:</u> Board minutes; Spending analyses; DEHS Monthly Report and Credit Card Exp. <u>Receiving:</u> Information Memorandum 2018-02	No concerns were highlighted. It was moved to approve the Consent Agenda items. Motion: Brenda Howerton Second: Delphine Sellars Not voting due to conflict of interest: None Motion carried It was moved to receive the CCDF-ACF-IM-2018-02 regarding CCDF and Consumer Education. Motion: Jason Jones Second: Karen O’Mansky Not voting due to conflict of interest: None Motion carried		
Agenda Modifications and Public Comment	None		
Finance Committee Report -Draft Financial Statements FY 17-18 -Operating Budget FY 18-19	-Queron Smith led the board through Exhibits A&B, the Schedules, and the Notes to the unaudited financial statements. He described the depth to which the Finance and Audit Committee had reviewed the information at its 8/27/18 meeting, at which time the committee found the statements to be accurate and with an expectation that only minor changes would occur during the audit process due to rounding differences. -Queron also presented the FY 18-19	It was moved to approve the FY 17-18 Unaudited Financial Statements for submission with the Audit Package. Motion: Finance Committee Second: Delphine Sellars Not voting due to	Motion carried

	<p>Operating Budget, stating the detail in which the Finance and Audit Committee had reviewed the document, also finding it to be a reasonable representation of the annual revenue and expenditure forecast. Compensation has been deemed to be comparable to like positions and sustainable beyond the current fiscal year. The Board agreed that it is being presented at the appropriate level of detail for its governance and fiduciary duties.</p>	<p>conflict of interest: None</p> <p>It was moved to approve the FY 18-19 Operating Budget.</p> <p>Motion: Finance Committee Second: Drew Cummings</p> <p>Not voting due to conflict of interest: None</p>	<p>Motion carried</p>
<p>NC Pre-K Program Report</p> <p>-School Year Status Report</p> <p>-NC Pre-K spending analysis (June)</p>	<p>-Danielle Johnson, Director of Early Childhood Systems, presented a FY 18-19 School Year Status report, noting the extensive “Summer Institute” training that occurred for teachers and directors the week of August 20th, including more TS Gold support (funded in part by year 2 of the Durham County Non-Profit Grant). Danielle also commended staff on filling all NCPK slots in private sites by the first day of school; however, there are approx. 21 open at this time, illustrating the great flux that occurs in the program, especially in the first few weeks. Danielle also described the slot maintenance policy that the NCPK/SR committee discussed at length at its recent meeting, with a decision to be made on 9/10/18. The relationships among leaders from the three program options (private sites, Durham Head Start, and Durham Public Schools) was discussed. An approach to continued analysis of attendance was also discussed.</p> <p>-The NCPK spending analysis was presented, with an explanation of the year-end totals shown on the chart and the slots that are reimbursed in June for some sites for which June is the 10th month of the program (versus May for others).</p>	<p>It was moved to approve the NC Pre-K spending analysis.</p> <p>Motion: Karen O’Mansky Second: Bob Ashley</p> <p>Not voting due to conflict of interest: None</p>	<p>Motion carried</p>

