

**Greenville First Steps Board Meeting MINUTES
Friday, October 9 1:00 PM**

Board Members Present: Keith Frazier, Karen Allen, Gina Blohm, Linda Brees, Lauren Briles, Stacy Burr, Meredith Burton, Julie Hartman, Susan Kear, Stephanie Knobel, Wade Kolb, Grady Patterson, Stacey Peek, Jennifer Powers, Nancy Powers, Melissa Roper, Cynthia Sosebee, Karen Sparkman, Melissa Starker, Tricia Surles

Staff Present: Derek Lewis, Leslie Latimer, Anne Lee Buck, Beth Jamieson

Visitors Present: Jamie Moon, Joe Waters

1. Welcome and Updates

Keith Frazier

Welcome and Introductions and notification of Dr. Sandra Linder asked to be removed from the board because of increase workload at school. We recommended that she be kept on emails/board correspondences until a Clemson professor is named in her place.

2. Approval of August Minutes and Annual Report

Keith Frazier

August Minutes attached as Attachment A

MOTION by Tricia Surles

SECOND by Linda Brees

No Discussion

Approved unanimously

Annual Report attached as Attachment B

MOTION by Jennifer Powers

SECOND by Lauren Briles

No Discussion

Approved unanimously

3. SC Shared Services Update

Institute for Child Success

Guests Joe Waters via phone and Jamie Moon

4. Finance Update

Leslie Latimer

- Official End of Year Fund Balances
 - State Private Funds \$52,250
 - Local Unrestricted Private Funds \$808,305
 - Includes \$150,000 Restricted Funds allocated in FY16
 - Restricted Federal Funds \$14,924
 - Countdown to Kindergarten State Funds \$3,106

- Actual FY15 Funds Spent
 - State Private Funds \$9,885
 - Local Private Funds \$56,887.85

○ State Funds	\$909,683.16
○ State FY14 Reallocated Funds	\$137,983.69
○ Federal Funds	\$53,815
○ In-Kind (Local Match)	\$798,200
○ TOTAL FY15 FUNDS	\$1,966,455

4. Approval of Fund 56 FY16 Allocations

Derek Lewis

MOTION by Wade Kolb

SECOND by Nancy Powers

Discussion: Greenville First Steps has \$86,746 in unspent FY15 funds to be reallocated

Below are the reallocations:

• FS Employee Salary Adjustments/Benefits	\$9,500
• FS Administrative Expenses	\$8,500
• Contract Services (Technology upgrades)	\$3,746
• ReadGreenville	\$5,000
• CenteringPregnancy	\$10,000
• YMCA Judson	\$5,000
• Babysteps (Summer June 2016)	\$12,500
• Childcare Scholarships	\$22,500
• GHS Children's Advocacy	\$10,000

UNANIMOUS APPROVAL- Linda Brees and Stephanie Knobel recused themselves due to conflict of interest.

5. Strategic Planning Exercise: What we Do?

Beth Jamieson

Board discussed programming options

6. ReadGreenville update

Anne Lee Buck

Meeting Adjourned at 2:37pm

Keith Frazier