

Greenville First Steps board of trustees meeting: October 8, 2021

Board members present: Jeremy Watts, Eric Hassman, Susan Stevens, Travis Wharton, Corey McDowell, Jokeitha Seabrook, Jennifer James, Gina Blohm, Cal Hurst, Cynthia Sosebee, Lauren Briles,

1. Welcome, Board Chair remarks- Jeremy
This opportunity for our Chair to reflect on items, to call for a discussion about future topics, and to welcome new visitors
2. Approval of August minutes - Jeremy
Minutes were sent out ahead of time. Motion by Eric Hassman, Second by Cal Hurst. Motion carried
3. Board member updates- Derek
Derek presented an overview of board members who are rotating off the board, those who are rotating to other positions. The First Steps Executive Committee will bring a recommended slate of new board members, and board officers to the December board meeting.
4. Finance Update – Derek
Derek provided an update on NGU rental agreement and possible sale of property. NGU plans to sell property and buyer expects to close by Mid-November. When NGU closes, our contract with NGU will end and new buyer expects to have a new Lease with First Steps for site. New lease will likely be \$2,500/month cost savings for the organization. Will have more details when lease is presented and approved. New lease agreement will not include space for Little Steps or Palmetto Shared Services, both are encouraged to reach out to new buyer to negotiate space.

Derek provided an update on end of year financials. We are further ahead on fund balances than expected. Expect approximately \$90,000 in Fund 56, \$35,000 in federal funds, and \$280,000 in CARES funding that can be used in FY22 budget.

Board also approved the following expenses:

- \$50,000 for Curriculum materials and Books to expand Palmetto Basics programming
- \$45,000 for additional Palmetto Basics advertising/Community engagement efforts
- \$40,000 for continuation of supports for Inhome childcare providers, and expansion of Palmetto Shared Services alliance support of inhome providers
- \$130,000 to help Launch Family Connects- currently listed as pending until Board has opportunity to review program, and seek additional state and federal matching funding
- \$14,000 to increase Executive Director salary (retroactive to July 1), and corresponding increases in benefits
- \$17,000 to increase funding for part-time coordinator to support outreach efforts

Motion to approve funding for above project made by JoKeitha Seabrook and Second by Travis Wharton. Motion carried

5. NFP update: ESSER fund request
Board approved action to seek \$380,000 in ESSER funds for NFP sustainability (through June 2024) and to commit \$100,000 per year in GFS funds (through June 2024) as matching funds. These funds will support 2.5 FTE of NFP home visitors through June 2024. Motion made by JoKeitha Seabrook and second by Gina Blohm. Motion carried
6. Childcare Training: Beth
Beth provided an update on Childcare Training plan, with an emphasis on Palmetto Shared Services, and InHome Childcare training platform. No action taken
7. Executive Session Jeremy. Board went into executive session to discuss personnel. No action was taken
8. Board Adjourn 2:15PM