

Greenville First Steps Board meeting minutes 3.7.25

Members Present: Jennifer Pinkerman, Jane Yates, Steve Hudson, Ned Moore, Emily Pettigrew, Kelly Byers, Samantha Tucker, deede Washington, Travis Wharton, LaVonda Paul, Carrie Silver

Staff Present: Derek Lewis, Nicole Sheppard, Beth Jamieson

Visitors: Katie O’Kelly

Welcome- Dr. Washington welcomed everyone, special welcome to Jennifer Pinkerman, who is the Greenville Library system designee (replacing Amy Fowlkes). Jennife has received her board orientation and is excited to join the board

Consent Agenda:

Approval of December minutes (sent in advance via email)

Approval of February Financials (sent in advance via email)

Approval of January Endowed Fund report (sent in advance via email)

Motion to approve consent agenda: Steve Hudson, Second Kelly Byers. Motion Carried

Minute for Mission: SC Childrens Theatre Katie O’Kelly- Executive Director of SC Childrens Theater provided an update on the partnership between SC Childrens Theatre and Greenville First Steps. SC Childrens Theatre provides free tickets to 4K classrooms to attend school shows at the Theatre- funded with Greenville First Steps funds. This year 733 children attended shows as a result.

FY26 Projected Financials

Derek presented projected FY26 financials and fund balance reports as follows. These are estimated projected for FY26- numbers will be finalized in the FY26 BSP presented to board in April.

Projecting \$1,335,000 Private Fund Balance- including \$760,000 Endowed Fund

Private fund balance includes \$440,000 funds held for use in FY26 and \$135,000 Private funds available for future allocation.

Projected FY26 Income of \$1,665,873 (waiting for final numbers from state before sharing official budget), includes:

\$395,000 Private Funds for Family Connects and Triple P

\$1,240,873 State Funds allocated through SCFS

\$30,000 SC READY funds for Triple P

FY26 Proposed Scope of Work

Beth presented an update on our strategic plan and Fy24-26 scope of work. Below are the recommended program services to include in the FY26 Board. Board members provided input

Programming: FY26 Recommendations

Program	FY24-26 Strategic Plan	FY24 Actual	FY25* Projected	FY26 RECOMMENDED
Book Distributed	90,000	43,611	49,814	54,639
Dolly Parton Imagin. Library	4,550	1,664	2,100	3,230
Nurse Family Partnership	840	206	160	160
Reach Out and Read	15,000	5,000	5,000	5,000
Triple P Level 2	1,785	850	450	485
Nurturing Parenting	140	63	65	75
Family Connects	10,520	3,371	1,588	1,588
Newsletter Subscriptions	22,500	6,087	7,750	9,000

Staff presented two new proposed strategies for FY26:

- **Parenting Collaborative:** Recommend one time funding to establish Parenting Collaborative, to ensure better coordination of parenting programs across County, and to establish needs assessment for current parenting needs across County. Projected cost for FY26: \$20,000
- **InHome Childcare Loan Fund:** Recommend a \$50,000 investment (from proceeds of Greenville First Steps Endowed Fund) as seed money to launch a partnership with Abundance Capital to establish a Childcare Loan Fund (more details presented in attachment shared at meeting).

Next Steps:

Board meeting April 11 (brief zoom call).

Prior to this, staff will send out early draft of budget (by March 17). Board will provide feedback to staff on proposed budget and scope of work (March 17 to March 28). Staff will review feedback and send out Final Draft of budget (April 2) with plan to approve budget, and support documents through Virtual Meeting (April 11)

NO ACTION TAKEN at this time

Executive Session: Board entered Executive Session to review FY25 Executive Director Evaluation and recommended FY26 salary compensation

Motion by Steve Hudson, Second Vonda Paul. Motion carried

Board exited Executive Session

Board voted to approve three Personnel actions:

1. To approve Executive director Annual Evaluation
2. For Board to approve a 5% salary increase for himself- and for Beth and Nicole. Salary increases will be included in the FY26 Budget- **Total annual cost (including salaries, FICA) will be \$14,000. FY26 funds are available to cover this.**
3. For Board to approve increasing the Employer Match for retirement plan to 12% salary. Total annual cost for increase will be **For all three staff, total added cost is \$3,000. FY26 funds are available to cover this**

Motion to approve three items made by Steve Hudson, Second by Ned Moore. Motion carried.

Motion to adjourn: Samantha Tucker, Second Kelly Byers. Motion carried. Meeting adjourned