

Greenville First Steps Board Meeting Minutes: September 13, 2024

Board members present: Deedee Washington (Chair), Travis Wharton (ViceChair), Jane Yates, Lauren Luneckas, Amy Fowler, Steve Hudson, Samantha Tucker, Emily Pettigrew, Cynthia Langley, Susan Stevens, Eric Hassman (ex officio), Ned Moore, Lavonda Paul, Carrie Silver

Guests present: Beverly Holt-Pilkey -Greenville County Schools, Kerry Cordan- SC First Steps

Staff present: Derek Lewis, Nicole Sheppard, Townshend Gillespie, Beth Jamieson

Agenda/Action:

Welcome, Introduce new members. Dr. Washington called meeting to order, asked all board members and guests to introduce themselves.

Consent Agenda presented, including the following documents.

Approval of April 2024 Minutes (attached)

Approval of June 30 Wells Fargo Endowed Fund summary

Approval of End of year financials

Approval of End of year audit report

Motion to approve: Susan Stevens, Second LaVonda Paul. Motion carried

FY24 End of Year Program Deliverables/Outputs (attached)

Derek provided an update on available funds. Private Fund balance update:

Fund Type	Amount
Funds currently held in Endowment	\$722,547
Funds allocated to Family Connects (Duke, GHA, United Way)	\$500,000
Funds allocated to FY25 FS programming	\$ 95,882
Unassigned Fund Balance	\$31,989
Total Current Private Fund Balance	\$1,350,418

FY25 Budget update:

\$118,974

\$34,500

Additional FY25 Funding allocated by General Assembly/SCFS board
Projected unspent FY24 state funds for FY25 (GFS board authorizes executive director to allocate unspent FY24 allocation up to \$34,500 once final number is confirmed by SCFS)

Board motion to approve the following additions to FY25 budget:

\$5,000

Leadership Greenville participation

\$85,000

Family Connects expansion

\$15,000

Childcare Research efforts (with matching private funds)

\$48,000

Dolly Parton's imagination Library Expansion (locations decided below)

Motion made by Susan Stevens, Second Amy Fowlkes. Motion carried.

Dolly Parton's Imagination Library Expansion proposal

Beth presented options for Dolly Parton Imagination Library expansion. Currently we serve three zip codes: 29611, 29669, 29690. We propose two options for expansion- either select a large zip code, or

select a number of smaller zip codes. After discussion, Board was not asked to take action. Next step- staff will review board input, and bring a final implementation plan by November.

Personnel Policy revisions. Approval of SCFS written personnel policies to replace existing GFS board approved policies- minimal changes noted on attachment- most policies included in new standards are already included in Greenville Personnel Manual. Entire plan adoption is required by SC First Steps to align with SC First Steps board mandated policies. Motion to adopt as presented made by Steve Hudson, Second by Carrie Silver. Motion carried

SCFS revised Executive Director Evaluation processes – revising processes to align with SCFS mandated processes- minimal changes. Greenville First Steps executive committee intends to use BOTH internal evaluation document and SCFS required documents as a part of annual evaluation of Executive Director (presented to board at March board meeting)

Upcoming meetings:

Friday December 13	Annual Meeting: Childcare landscape survey (noon, location TBA)
January Date TBA	Community Forum: Childcare landscape
Friday, March 7	FY25 Deliverables and proposed FY26 Scope of Work
April (date TBA)	Approval of FY26 budget and deliverables

Motion to adjourn, Ned Moore, Second by Carrie Silver. Motion carried. Meeting adjourned