

**CABARRUS PARTNERSHIP FOR CHILDREN
BOARD OF DIRECTOR'S MEETING
TUESDAY, October 27, 2020**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, October 27, 2020, at 12:00 noon via Zoom meeting, which was advertised on our website and in our newsletter. Board Chair Waynett Taylor presided over the meeting.

These board members were present:

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| 1. Jackie Whitfield | Community/Faith Community/Advocate |
| 2. Karen Calhoun | Government |
| 3. Waynett Taylor | Community/Education |
| 4. Jeanne Dixon | Community/Advocate |
| 5. Joseph Houston | Community/Business |
| 6. Dr. Rosolena Conroy | Community/Physician |
| 7. Danielle Mauldin | Community/Services/Childcare |
| 8. Beth Street | Government |
| 9. Rachel Brazil | Community/Services |
| 10. Gil Small | Community/Faith Community |

These board members were absent:

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| 1. Steve Morris | Government |
| 2. Sophia Scott | Community/Business |
| 3. Amos McClorey | Community/Services |

A quorum was present.

These staff members and guests were present: Ann Benfield, Ariel Ayers and Lauren Westin

Welcome, Introductions, Chair's Remarks:

Waynett Taylor welcomed board members and thanked everyone for attending. Waynett introduced new Board Members, Rachel Brazil and Gil Small to the group. Waynett asked everyone to introduce themselves.

Approval of Agenda:

The Board reviewed the agenda for today's meeting.

- Jeanne Dixon made a motion to approve the agenda as is.
2nd: Dr. Rosolena Conroy
All were in favor.

Consent Agenda:

Consent Agenda items were emailed to board members prior to the meeting, including: Minutes of August 25, 2020 Board Meeting, October 2020 ED Report, FY20-21 Board Meeting Schedule, FY 20-21 SS Expenditures, FY20-21 NCPK Expenditures, FY20-21 Other Funds Report, FY 20 SUN Budget, and Subsidy Report.

- Jeanne Dixon moved to accept the Consent Agenda items as presented.
2nd: Karen Calhoun
All were in favor.

Reallocation of FY20-21 Smart Start Funds:

Ariel Ayers presented the reallocation of the budget for FY20-21. The reallocation was Smart Start reverted funds from FY19-20 that were sent back and MAC funding that unspent from last year. Waynett Taylor presided over the board vote as follows:

Activity	1st	2nd	Abstentions	Notes
NC Pre-K Program	Jeanne Dixon	Beth Street	Danielle Mauldin	All were in favor.
NC Pre-K Non TANF	Jeanne Dixon	Beth Street	Danielle Mauldin	All were in favor.
Dual Subsidy	Jackie Whitfield	Joseph Houston	None	All were in favor.

Child Care Health Consultants	Jackie Whitfield	Joseph Houston	None	All were in favor.
Early Education Liaison	Danielle Mauldin	Jackie Whitfield	Waynett Taylor, Jeanne Dixon	All were in favor.
ABCD	Beth Street	Joseph Houston	None	All were in favor.
Program Management/Evaluation	Beth Street	Joseph Houston	None	All were in favor.
Reach Out and Read	Beth Street	Joseph Houston	None	All were in favor.
Breastfeeding Peer Support	Joseph Houston	Dr. Rosolena Conroy	None	All were in favor.
Parents As Teachers	Jeanne Dixon	Rachel Brazil	Joseph Houston	All were in favor.

Approval of FY19-20 990:

Ariel Ayers then presented the FY 19-20 Tax Return for the Cabarrus Partnership for Children having been completed by our MAC representative and was sent to the Board to review last week. There were no further questions regarding the FY19-20 990 Tax Form.

Joseph Houston made a motion to approve and submit the FY 19-20 990 Tax Return.
 2nd: Jeanne Dixon
 All were in favor.

Program Oversight Committee Report:

Lauren Westin presented the minutes from the Program Oversight Committee meeting of October 22, 2020. The committee reviewed the 1st Quarter program results from FY20-21. Most deficiencies in outputs and outcomes were due to COVID and we are watching programs closely and keeping in contact with them regularly as they have to adapt their programming. Lauren noted again that NCPC sent out guidance to help make programming decisions in light of COVID and changes to programming that was communicated to Program Oversight and the DSPs and all programs will be looked at in depth mid-year to see if they can sustain the need in the community during changes to programming.

Lauren notified the board we are heading into a new bidding cycle and the Program Oversight Committee finalized and voted on the community needs for the RFP to be sent out as well as the recommendation to release the RFP to the community. The committee agreed to accept proposals in the following areas: Early Care and Education – Quality, Early Care and Education – Workforce, Family Support and Health, with an encouragement to address priorities from the 2020 Cabarrus County Needs Assessment – mental health, housing, and quality early education.

Jeanne Dixon made a motion to accept the committee’s recommendation.
 2nd: Dr. Rosolena Conroy
 All were in favor.

Lauren Westin then presented the committee-approved Program Planning timeline with finalized dates for RFP questions and the due date for the proposals. This program planning timeline came as a recommendation from the Program Oversight Committee.

Joseph Houston made a motion to accept the committee’s recommendation.
 2nd: Jackie Whitfield
 All were in favor.

Lauren Westin then made one final note encouraging new board members to login to DocuSign and complete the Conflict of Interest Board Form and Background Check authorization. Waynett Taylor requested that this be completed by this Friday, October 30th.

Executive Committee Report & Bylaws update:

Ann Benfield reported the Executive Committee met to discuss the results of our NCPC monitoring visit, in which NCPC noted a discrepancy in how NCPK benefits were coded, in regards to benefits for staff being paid with

Smart Start Funds that were meant to be paid for by NC Pre-K funds. Going forward the Partnership must pay for NCPK with NCPK funds and it must be for actual benefit cost. The Executive Committee wrote a letter of response to the NCPC Monitoring Report and Ariel re-figured the FY19-20 NCPK actual benefit cost and discussed with the monitor manager as the benefits have been coded this way since FY12-13 and had not previously been cited within the last four NCPC monitoring visits. The monitor manager reduced the pay back from \$24,715.79 to \$19,763.48 with the new calculation and gave the partnership a 24-month payment plan in order to pay back the amount. Ariel noted the board will need to pay for this out of private funds, along with \$3,000 that is still owed to the partnership from NC Pre-K through the Forsyth NC Pre-K Universal Application Project.

Ann Benfield also noted the Executive Committee made recommendations for updating the Bylaws to reflect two changes that have happened over the past year in virtual meetings and voting. The first change includes the ability to meet and vote as a board virtually or in-person. The second change requires that the board consist of at least 13 members (a change noted in the NCPC monitoring report). These two changes came as a recommendation from the executive committee to the board.

Beth Street made the motion to accept the recommendation of the Bylaws update from the executive committee.

2nd: Dr. Rosolena Conroy

All were in favor.

Ms. Jeanne Dixon noted on the Executive Committee minutes that were sent to the board the adjournment of the meeting was incorrect. The meeting was adjourned at 9:10 am. Ann Benfield said she would correct on the minutes before the next executive committee meeting.

Voices for Children Social Media Campaign:

Ann Benfield presented in light of the cancelation of the Voices for Children Luncheon due to COVID-19, the Partnership and Perry Productions have created a social media campaign for the month of December to bolster donations, there will be a different video recorded and presentation each week leading up to an "ask" by a board member that has yet to be determined.

Anne Laukaitis Award Nominations:

Ann Benfield sent out the three accepted Anne Laukaitis award nominations to the board last week with the other meeting documents. She requested the board decide the best way to select the winner. Both Jeanne Dixon and Joseph Houston recommended doing some type of online survey. It was decided that Lauren Wesitn will be sending out a survey form where each board member can rank the nominees 1-3 and the results can be totaled. Lauren asked board members to watch their email over the next day for the survey and complete by Friday.

Update on Office and Staff:

Ann Benfield reported the office is still closed and that staff are making the best of the situation and working between home and the office. They are waiting on an opening date from County Government. Ann has worked with staff and we do have a plan for reopening the office when the building is opened.

Board Committee Assignment:

Ann Benfield reminded all board members they needed to quickly pick a committee to participate in because there was a lot of recommended work that needed to be completed over the next few months in both the Development and Governance committees.

Meeting Adjourned:

With no further business, Jeanne Dixon moved to adjourn the meeting.

2nd: Joseph Houston

All were in favor and the meeting was adjourned at 1:12 p.m.

Next Meeting:

There will be no Board Meeting in December 2020.

Next Board Meeting: Tuesday, January 26, 2021 at 12:00 p.m. most likely via Zoom

Executive Committee: Tuesday, November 24, 2020 at 8 a.m. via Zoom

Respectfully submitted,

Lauren Westin