

**Wake County Smart Start
Board of Directors Meeting
June 26, 2024**

A meeting of the Wake County Smart Start (WCSS) Board of Directors was held on Wednesday, June 26, 2024 with Chair Katherine Williams presiding.

Board members present: Nikia Coates, Heather Drennan, Matt Ellinwood, Susan Evans, Matt Glova, Sherry Heuser, Leslie Ann Jackson, Ronetta Pearsall, Antonia Pedroza, Tonya Venable, Joe White, Katherine Williams

Board members absent: Christine Alvarado, Mickey Holt, Catherine Lassiter, Colleen Roache and Stacey Wilson-Norman

Staff members present: Alex Livas-Dlott, Carol Orji, Joan Crutchfield, Gary Carr, Gayle E. Headen, Sasha Gomez, Bryce McClamroch, Nancy Peck and Taylor Young

Call to Order/Announcements

At 9:01 AM, Chair, Katherine Williams recognized a quorum and called the meeting to order. She announced the meeting is recorded and noted the presence of staff members.

Joe White moved to adopt the agenda. Nikia Coates seconded the motion. Calling for a vote and with none opposed, the motion carried. (6-24-80)

The Board reviewed items on the consent agenda. Matt Glova moved to approve items on the consent agenda including minutes from the April 24, 2024 Board meeting, April 2024 financial reports, May 2024 financial reports, equipment and materials vendor selection for FY25-27 and decommissioned assets. Sherry Heuser seconded the motion. Calling for a vote and hearing no objection, the motion carried. (6-24-81)

Committee Reports

Advancement Committee

Advancement Committee Chair, Nikia Coates reported that Mendi Nieters of Armstrong McGuire led the committee through a detailed workplan and timeline for Advancement planning and CRD Director search. As one of the first steps, Mendi will be conducting an assessment of stakeholder feedback collected through individual interviews and survey.

Ms. Coates advised Board members of a Board Participation survey to be distributed immediately following the meeting, requested that they complete it with their commitments for FY24-25 within the next week. She noted that Board giving participation is near 100% for FY23-24 and urged anyone who has not given a financial gift in the current fiscal year, to make a contribution by June 30, 2024.

Board Governance Committee

Board Governance Committee Chair, Sherry Heuser presented a committee recommendation for the election of new Board candidates and re-election of current members eligible to serve another term. She reviewed the list of new Board candidates, drawing attention to their short bios on Attachment B.1 and inviting anyone who would like more detailed information to contact Nancy Peck with their request.

A motion from Board Governance Committee was made to approve election of the following new members to the WCSS Board to serve a 3-year term expiring in 2027: André Anthony, Veronica Creech, Nikki Leonard and Stephanie Shell, and re-election of the following current WCSS Board members to serve a 3-year term expiring in 2027: Nikia Coates, Heather Drennan and Joe White. Susan Evans seconded the motion. Calling for a vote and hearing no opposition, the motion passed unanimously. (6-24-82)

Ms. Heuser reported Christine Alvarado, Leslie Ann Jackson and Catherine Lassiter are rolling off the Board having completed their term and thanked them for all their service.

Sherry Heuser also reported Colleen Roache has submitted her resignation from the WCSS Board, due to personal and professional commitments that challenge her ability to actively serve as a WCSS Board volunteer. A motion from Board Governance Committee was made to accept Colleen Roache's resignation

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from the Wake County Smart Start Board of Directors effective June 26, 2024. Joe White seconded the motion. Calling for a vote and hearing all in favor, the motion passed. (6-24-83)

Finance Committee

Standing in for Finance Committee Chair, Matt Glova, who was not present at the June committee meeting, Joe White presented the committee recommendation for budget adoption. He provided an overview of the draft Administration and Fund Development budgets for FY2024-25. There being no questions, a motion coming from Finance Committee was made to adopt the FY 24-25 Administration inclusive of Smart Start, NC PreK Administration, MAC Grant, MAC Services, Grants and Unrestricted Funds and the FY 2025 Fundraising Budget; approval of the allocation of \$52,522 from Smart Administration funds to support the Fundraising Budget and \$77,206 in Smart Start Administration funds reserved for future use in Smart Start Administration or In-House Activities. Sherry Heuser seconded the motion. A vote was called for, and hearing no opposition, the motion carried. (06-24-84)

Joe White introduced a committee recommendation to make a one-time contribution to the 401k accounts of eligible staff at a total cost of approximately \$156,000, covered by funding from projected unexpended budgets. He noted this discretionary contribution by WCSS as employer is allowable through the profit-sharing provision of the 401k Plan and similar contributions have been made in the past several years. He further noted this would reduce the amount of carry-forward funds that have now been capped. Hearing no questions, a motion coming from Finance Committee was made to approve a one-time employer contribution of \$4,000 to each eligible employee's 401k account in accordance with the WCSS 401k Plan and Profit-Sharing Provision at the end of the current fiscal year. Matt Ellinwood seconded the motion, Calling for a vote, and hearing no objections, the vote was unanimous. (6-24-85)

Joe White presented a committee recommendation to make no adjustments to staff salary ranges for FY24-25. He commented the recommendation is based on anticipation of no increase in the Smart Start allocation and a 27% decrease in the administration allocation from Division of Child Development and Education (DCDEE) as well as other factors that support keeping the current salary ranges steady. Following the clarification of several questions, a motion from Finance Committee was made to approve 0% adjustments to WCSS salary ranges effective July 1, 2024. Susan Evans seconded the motion. Calling for a vote, and hearing no objections, the vote was unanimous. (6-24-86)

Chair's Report

Chair, Katherine Williams thanked all Board members who have made financial contributions in the current fiscal year. She reminded them of the importance of showing other funders that 100% of the Board contributes financial support to the agency's funding resources.

Chair Williams reported that WCSS has received two appeals to its recent allocations decisions. She informed that in accordance with WCSS's funding appeal policy, she, in her role as Board Chair, and Gayle Headen, Executive Director, have completed a review of the appeals, determining that neither meets the criteria. Appeal response letters are in the process of being drafted. She further noted grants to appeals are subject to the availability of funding resources and as WCSS fully allocates funding, there is nothing in reserve to grant appeals. Chair Williams said that under these circumstances, the Board may want to spend some time in the future considering if WCSS should continue to have a funding appeal policy.

Chair Williams expressed her appreciation for the support shown by Board members who have attended Pre-K graduation events and/or attended the Community Block Party.

Executive Director's Report

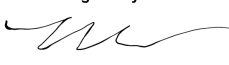
Executive Director, Gayle E. Headen extended her personal thanks to Christine Alvarado, Leslie Ann Jackson and Catherine Lassiter for their contributions of time, talent and treasure during their time of volunteer service on the WCSS Board of Directors. She also acknowledged the Wake County Board of Commissioners for their recently adopted budget that includes nearly \$8.5 million for Smart Start. Ms. Headen said Wake County funding will help to mitigate the loss from cuts to the Pre-K Administrative budget and includes \$5 million for expansion of the Wake ThreeSchool (WTS) program. She noted that in the future, a map showing where Pre-K and WTS sites are located will be shared with the Board.

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Ms. Headen shared a presentation summarizing Strategic Framework Action Plan progress for FY23-24, focused on Systems Goal and Goal 3 objectives.

With no further business to discuss, Leslie Ann Jackson moved to adjourn the meeting. Sherry Heuser seconded the motion. Calling for a vote and hearing no objections, the meeting was adjourned by Katherine Williams at 10:03 AM. (6-24-87)

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Secretary

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