



**Darlington County First Steps Partnership Board of Directors Meeting**  
**The Greater Hartsville Chamber of Commerce, Duke Energy Conference Room**  
**September 15, 2015- 5:30 P.M.**  
**MINUTES**

This meeting was held within FOIA and ADA Compliance. Board Meetings are open to the public and meeting minutes are kept on file in the office of Darlington County First Steps and are available to the public for review.

**Board Members Present:** Alvin Heatley, Alma Harris, Diane McIver, James Jackson, Jimmie Epling, Lucretia Bellamy, Sharman Poplava, Winfred Herrington, Thomasena Davis

**Board Members Absent:** Tracy Redfearn, Beth Campbell (Excused), Crystal Gardner (Excused), Allison Baker (Excused)

**Staff:** Darnell McPherson, Patricia Sullivan

	Discussion	Outcome/Action	Responsible Person
1. Call to Order			Board Chair, Alvin Heatley
2. Welcome and Invocation			James Jackson
3. Roll Call of Board Members			Board Chair
4. Approval of Agenda		Motioned to approve- Winfred Herrington Motion seconded- Lucretia Bellamy	On roll call, all members voted yes.
5. Board Sharing Time	James Jackson suggested having a separate fellowship aside from the Board Meeting. Heatley agreed and proceeded with the meeting.	Board members agreed to proceed.	Board Chair

6. Chairman's Report	Heatley reviewed items on report and mentioned the adoption of Bylaws. Darnell McPherson reviewed procedure for doing so. Heatley stated that it was imperative to have the Bylaws adopted and suggested adopting them in the next board meeting.		Board Chair
7. Approval of FY16 Priority Goals	Heatley referred to the three (3) priority goals (refer to July 14, 2015 Board Retreat Notes) and asked if anyone had any suggestions. McPherson reviewed priority goal number 1 and 2.	Motioned to approve- Alma Harris Motion seconded by- Bellamy	On roll call, all members voted yes.
8. Approval of Staff Bonuses	Heatley explained the reason for giving bonuses instead of raises and McPherson mentioned the discussion of additional funds. Winfred Herrington asked that if bonuses were agreed upon, when would it be given. Heatley stated that it would be determined by the board. Epling asked where additional funding came from and McPherson explained the Duke Endowment Grant. Heatley requested to have two or three board members to meet with McPherson to gain some rationale about the staff bonus discussion. "Once it is done, we are setting a precedent" stated Heatley.	James Jackson, Diane McIver, Jimmie Epling and Winfred Herrington agreed to be a part of the extended staff bonus discussion.	Board Chair
9. Other Items	McPherson goes over board report, financial report and organizational chart. McPherson speaks about "A Father's Place" and how DCFS has requested supplemental funds. Mentioned submitting a grant to the Byerly Foundation for \$24,000 for Child Care Services and the "Lady Lounge" that will be a teen friendly environment for the young		

	<p>mothers in DCFS programs. Jackson asked about Dad-Cave only being in Hartsville and McPherson stated the request of funds for another Dad-Cave in Darlington.</p> <p>Heatley mentioned the Performance Appraisal for McPherson, stating that the committee is working on a vehicle to complete another Performance Appraisal.</p> <p>Patricia Sullivan mentioned the building of the Community Engagement Learning Community consisting of First Steps employees that will essentially promote school readiness on a grander scale, throughout South Carolina. Also reminded board of the DCFS website as a resource and the DCFS Facebook page.</p>		
10. Executive Session/Update on Sander Matter		<p>Motioned to approve- Bellamy Seconded by- Herrington</p> <p>Sullivan excused herself momentarily for the Executive Session.</p>	On roll call, all members voted yes.
11. Next Meeting		October 13, 2015 at 5:30 P.M.	Board Chair
12. Adjournment			Board Chair, Meeting adjourned at 6:35 P.M.

