



Darlington County First Steps Partnership Board of Directors Meeting
Zoom Video Conference Call
Date: September 29, 2020
Time: 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: Likenya Jenkins, Diane McIver, Jimmie Epling, Thomasena Davis, Lucretia Bellamy, Winfred Herrington

Board Members Absent: Beth Campbell

Staff: Darnell Byrd McPherson, Patricia Sullivan

Guests: Jon Artz

	Agenda Items	Discussion/Outcome	Responsible Person
1.	Call to Order and Invocation	Acting Board Chair, Winfred Herrington, experienced technical difficulties entering the video conference. Once successfully entered, Herrington called the meeting to order.	Invocation- Executive Director, Darnell Byrd McPherson
2.	Roll Call and Welcome	New Member, School District Representative, Dr. Likenya Jenkins SC First Steps Program Officer, Jon Artz	McPherson
3.	Approval of Minutes from Last Meeting		Motion- Diane McIver Second- Lucretia Bellamy All board members vote yes.

4.	Review and Approval of Meeting Agenda		<p>Motion – Bellamy</p> <p>Second- Mclver</p> <p>All board members vote yes.</p>
5.	<p><u>Old Business</u></p> <p>Election of a minimum of 5 members to board</p> <p>Election of Board Secretary</p> <p>Designation of 3rd person to serve as official fiscal signatory</p>	<p>McPherson reviews board nominees, adding Meredith Taylor to the list. Winfred Herrington added John Wall, representing Hartsville Recreational Department, to list.</p> <p>Jon Artz suggested board members engage in an activity to meet with each candidate. Several board members expressed being familiar with many of the candidates.</p> <p>Herrington agreed to contact Robert Stukes and John Wall.</p> <p>McPherson agreed to contact to Phil Gardner and Linda George.</p> <p>Mclver agreed to contact Roberta Thompson and Albert Wingate.</p> <p>McPherson also expressed needing more diversity on the board and mentioned the DCFS budget being reduced and how it has affected program services.</p> <p>Herrington stated when new board members are seated, the board and Executive Director will revisit the discussion about current DCFS budget.</p>	<p>Motion to approve board nominees- Bellamy</p> <p>Second- Mclver</p> <p>All board members voted yes.</p>

		<p>Herrington requested a motion to approve the following board nominees:</p> <ul style="list-style-type: none"> -Howard Nettles, Local Government (City of Darlington) -T.C. Sawyer, Philanthropic Community -Monte Bell, Business (Law Enforcement) Community -Meredith Taylor, Darlington County School District -Rennie McManus, Non-profit organization serving families and children <p>Board members will be seated in November meeting. Darnell is working on a 1-pager for orientation.</p> <p>McIver volunteered to be the third fiscal signatory.</p> <p>Board Secretary was not designated.</p>	
6.	New Business- FY 21 Correction Action Plan	<p>Jon Artz reviewed Corrective Action Plan.</p> <p>McIver inquired about interviewees for Finance Manager position and McPherson shared referrals were sent from Florence-Darlington Technical College and DCCAA-Head Start. McIver and Jenkins volunteered to be on the hiring committee and requested a copy of the job description. Artz will share DCFS job opening and job description on SC First Steps' website as well. Deadline to determine finance manager position is December 31, 2020.</p> <p>Artz offered to share the IRS 20 Factor Test with board members and staff.</p>	

7.	Adjournment	Next Meeting: November 10, 2020 at 5:30pm.	Motion to adjourn meeting- Bellamy Second- Mclver All board members voted yes.
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Signed: _____ Date: _____