



**Executive Committee Meeting**

**July 16, 2019**

**RCPC Board Room**

**12:00 p.m.**

**Approval of Minutes**

Review minutes from the May 21, 2019 committee meetings.

**Action Items**

1. **Contract Activity Description (CAD) Revision Request – Environment Quality Star Tracks (EQST)**

**Background:** The Board of Directors must approve all CAD revisions.

**Issue:** EQST activity requests to make the following change to their CAD: “Additionally, ~~quality enhancement~~ technical assistance services may be contracted.”

**Recommendation:** It is recommended that the committee review and consider approving the EQST CAD revision request.

1. **Budget Allocation Adjustment - Fundraising**

**Background:** The Board of Directors must approve budget allocation adjustments.

**Issue:** North Carolina Partnership for Children (NCPC) recently notified RCPC that due to mandated funding to MAC Sites, RCPC’s fundraising allocation has been decreased to $26,676 for the 2019-2020 fiscal year. The RCPC Board of Directors originally approved an amount of $26,777 for the 2019-2020 fiscal year. Due to this mandated change, RCPC requests to decrease the recently approved Fundraising budget allocation from $26,777 to $26,676.

**Recommendation:** It is recommended that the committee consider approving the Fundraising activity budget allocation adjustment.

1. **Capital Expenses**

**Background:** The Board of Directors must approve moving private funds to capital funds.

**Issue:** RCPC previously started a capital fund to save for capital repairs. RCPC requests to move $2,500.00 of private funds (Beautiful Baby Contest) and $2,500.00 from Exploration Station funds (Exploration Station Afternoon Tea) to the capital fund (533) to save for unexpected capital improvements.

**Recommendation:** It is recommended that the committee consider approving moving these amounts to the capital fund.

1. **City of Lumberton Grant-RCPC**

**Background:** The Board of Directors must approve grants awarded to RCPC.

**Issue:** RCPC received notification that the City of Lumberton awarded RCPC a one-time grant of $1,100.00 for the 2019-2020 fiscal year.

**Recommendation:** It is recommended that the committee accept the City of Lumberton grant.

1. **City of Lumberton Grant-Exploration Station**

**Background:** The Board of Directors must approve grants awarded to RCPC.

**Issue:** RCPC received notification that the City of Lumberton awarded Exploration Station a one-time grant of $12,500.00 for the 2019-2020 fiscal year.

**Recommendations:** It is recommended that the committee accept the City of Lumberton grant.

1. **Treasurer’s Report**

**Background:** The Executive Committee reviews the financial report for RCPC.

**Issue:** The treasurer’s report for the 2018-2019 fiscal year is included.

**Recommendation:** It is recommended that the committee review the treasurer’s report and consider approving.

**Non-Action Items**

**Announcements**

**Adjournment**

The next meeting will be held on Tuesday, September 17, 2019.