



**Executive Committee Meeting**

**March 16, 2021**

**Via Zoom: https://zoom.us/j/99519965123?pwd=eVA4N0RPZ09iTTB5eTJ5eXdvaW52dz09**

**Meeting ID: 995 1996 5123**

**Passcode: 766833**

**Call In: 1-312-626-6799**

**12:00 p.m.**

**\*Space will be available whereby members of the public may listen to the meeting at:**

**Robeson County Partnership for Children, Inc. Board Room**

**210 E. Second Street**

**Lumberton, NC 28358**

**Approval of Minutes**

Review minutes from the January 19, 2021 committee meeting.

**Action Items**

1. **Budget Amendment Request – NCPK Transportation Non-TANF**

**Background:** The Board of Directors must approve all budget reversions.

**Issue:** RCPC requests to amend the NCPK Transportation Non-TANF budget by increasing the budget by $1.00. NCPKT Non-TANF requests to increase the purchase of services line item by $1.00. RCPC Board of Directors approved a budget amount of $0.00 at the February board meeting. Due to Fabrik restrictions, RCPC is not able to record a budget amount of $0.00 without terminating the program. NCPC recommended RCPC leave $1.00 of funding in this budget.

**Recommendation:**  It is recommended that the committee consider approving the NCPK Transportation Non-TANF budget amendment request.

1. **Budget Amendment Request – Program Coordination and Evaluation (PC &E)**

**Background:** The Board of Directors must approve all budget amendments.

**Issue:** RCPC requests to amend the PC & E budget by increasing the budget by $5,846.00. PC &E requested to increase the following line items: Personnel by $5,846.00. The increase will allow funding for salary increases and promotions.

**Recommendation:** It is recommended that the committee consider approving the PC & E budget amendment request.

1. **Budget Amendment Request – Parents as Teachers (PAT)**

**Background:** The Board of Directors must approve all budget amendments.

**Issue:** RCHD requests to amend the PAT budget by increasing the budget by $2,153.00. PAT requested to increase the following line items: Personnel by $2,153.00. The increase will allow funding for county wide salary increases.

**Recommendation:** It is recommended that the committee consider approving the PAT budget amendment request.

1. **FY 2021-2022 Line Item Budget Allocations**

**Background:** The Board of Directors recently approved the full budget amounts for 2021-2022 FY.

**Issue:** The line item allocations for each budget are provided for review.

**Recommendation:** It is recommended that the Executive Committee consider approving the 2021-2022 FY line item allocations for each budget.

1. **Annual Review of Monitoring Policy and Procedures**

**Background:** The Board of Directors review the Monitoring policy on an annual basis.

**Issue:** There are no recommended changes at this time.

**Recommendation:** It is recommended that the committee consider approving the annual review of the Monitoring policy without changes.

1. **Annual Review of Volunteer Policy and Procedures**

**Background:** The Board of Directors review the Volunteer policy on an annual basis.

**Issue:** There are no recommended changes at this time.

**Recommendation:** It is recommended that the committee consider approving the annual review of the Volunteer policy without changes.

1. **DSP Subcontractor Approval**

**Background:** The Board of Directors must approve any subcontractors requested by Direct Service Providers.

**Issue:** Professional Development Services requests the use of subcontractors for the following activity components:

Cynthia Mieznikowski is being requested to conduct Praxis Core face to face workshop training in Writing.

Ashley J. Holder and Amy Mattingly are being requested to conduct Praxis Core face to face workshop training in Reading.

**Recommendation:** It is recommended that the committee review and consider approving the requested subcontractor.

1. **Fund Authority Approval – 304 NC Cares for Arts Grant**

**Background:** The Board of Directors must approve new fund authorities.

**Issue:** RCPC is required to create a new fund to record revenues and expenditures for NC Cares for Arts federal funding Grant.

**Recommendation:** It is recommended that the committee consider approving Fund 304 for NC Cares for Arts federal funding Grant.

1. **NC CARES for Arts Grant**

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

**Issue:** RCPC’s Board of Directors approved the NC CARES for Arts Grant in the amount of $34,820.00 at the February Board Meeting. However, RCPC received notification afterwards that Exploration Station was awarded a one-time NC CARES for Arts grant of $40,761.00, due to additional funding.

**Recommendation:** It is recommended that the committee accept the revised NC CARES for Arts grant amount.

1. **Cost Allocation Plan**

**Background:** The Board of Directors must approve any changes to the cost allocation plan.

**Issue:** The Cost allocation plan has been updated to include Yvonne Handy to the building cost allocation plan.

**Recommendation:** It is recommended that the committee review the revised cost allocation plan and consider approving.

1. **2020-2021 Treasurer’s Report**

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

**Issue:** The treasurer’s report for the 2020-2021 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 May 18, 2021.