



**Executive Committee Meeting**

**May 18, 2021**

**Via Zoom: https://zoom.us/j/94274477155?pwd=L2RRM2lZM2xrd1BOdXVBT3I5ZFlBdz09**

**Meeting ID: 942 7447 7155**

**Passcode: 341429**

**Call In: 1-301-715-8592**

**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. (RCPC) Board Room**

**210 E. Second Street**

**Lumberton, NC 28358**

**Approval of Minutes**

Review minutes from the March 16, 2021 committee meeting.

**Action Items**

1. **Contract Activity Description (CAD) Revision Request – Professional Development (PD)**

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

**Issue:** The PD activity requests to update their CAD to reflect the required scope changes given by the Board of Directors during the Request for Proposal (RFP) cycle for 2021-2024.

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

1. **Program Income Expenses**

**Background:** The Board of Directors recently approved RCPC to spend up to $38,000 of program income funding. Program Income is generated through rental income from building tenants and must be spent by the end of the fiscal year.

**Issue:** During the April 13, 2021 Board meeting the Board of Directors approved the allowance of program income for CCHC personnel expenses. However, due to unforeseen circumstances, RCPC will no longer be contracting with NCPC for the CCHC Program. RCPC is requesting to use the funds for Smart Start services personnel expenses.

**Recommendation:** It is recommended that the committee review and consider approving the allowance of Smart Start services personnel expense using program income.

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 July 20, 2021.