



**Executive Committee Meeting**

**September 15, 2020**

**Via Zoom:**  [**https://zoom.us/j/95329304287?pwd=YXBnc0VxdFhDa29yd044RVR2bU9NQT09**](https://zoom.us/j/95329304287?pwd=YXBnc0VxdFhDa29yd044RVR2bU9NQT09)

**Call In: 1-646-558-8656**

**Meeting ID: 953 2930 4287**

**Passcode: 577439**

**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 July 21, 2020 committee meeting.

**Action Items**

1. **Contract Activity Description (CAD) Amendment Request – Ready, Set, Go (RSG)**

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

**Issue:** RSG requests to revise their CAD to reflect suggestions made during 2019-2020 monitoring.

**Recommendation:** It is recommended that the committee review and consider approving the RSG CAD Amendment Request.

1. **Fund Authority Revisions – 512 One Stop P. Donations**

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

**Issue:** RCPC is requesting to revise fund authority 512 to provide clarity on allowing fund expenses. RCPC is requesting to add the following description in red: “Expenses incurred from services or completion of the building. Funds will be used for capital building repairs and improvements. “

**Recommendation:** It is recommended that the committee consider approving the description revision to Fund 512.

1. **FY 2020-2021 Annual Review of Contracting Policies and Procedures**

**Background:** The Board of Directors review the contracting policies and procedures on an annual basis.

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

**Recommendation:** It is recommended that the committee consider approving the FY 2020-2021 annual review of the contracting policies and procedures with no changes.

1. **FY 2020-2021 Annual Review of ED Succession Plan**

**Background:** The Board of Directors review the ED succession plan on an annual basis.

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

**Recommendation:** It is recommended that the committee consider approving the FY 2020-2021 annual review of the ED succession plan with no changes.

1. **FY 2020-2021 Annual Review of Bylaws**

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

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

**Recommendation:** It is recommended that the committee consider approving the FY 2020-2021 annual review of the Bylaws with no changes.

1. **FY 2020-2021 Annual Review of Accounting Policies and Procedures**

**Background:** The Board of Directors review the accounting policies and procedures on an annual basis.

**Issue:** There are recommended changes to page 5, chapter eight, section k. The changes are in red and would read as follows:

J. “Payments are disbursed to Service Providers (SP) (from FSRs), Reversion payments and NC Pre-K sites via direct deposits.

**Recommendation:** It is recommended that the committee consider approving the annual review of the accounting policies and procedures with the suggested changes.

1. **Southern Vision Alliance COVID19 Community Repose Grant**

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

**Issue:** RCPC received notification that the Southern Vision Alliance a one-time grant of $500.00 for responding to COVID19 purposes.

**Recommendation:** It is recommended that the committee accept the Southern Vision Alliance Response grant.

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 remove Parents As Teachers from the building cost allocation plan.

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

1. **Treasurer’s Report- 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 November 17, 2020.