



**Executive Committee Meeting**

**March 15, 2022**

**Via Zoom: https://us06web.zoom.us/j/95899395141?pwd=dzhJUEJBMDFqTy95Sk4zZFhOQlFxUT09**

**Meeting ID: 958 9939 5141**

**Passcode: 993938**

**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 (RCPC) Board Room**

**210 E. Second Street**

**Lumberton, NC 28358**

**Approval of Minutes**

Review minutes from the January 18, 2022 committee meeting.

**Action Items**

1. **Budget Amendment Request – Program Coordination, Evaluation, and Community Outreach (PCE)**

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

**Issue:** RCPC requests to amend the Program Coordination, Evaluation, and Community Outreach budget up to $8,744.00 by increasing the personnel line item up to $8,744.00 to allocate new recurring Smart Start funds.

**Recommendation:** It is recommended that the committee consider approving the Program Coordination, Evaluation, and Community Outreach budget amendment request.

1. **Budget Revision Request – Subsidy Administration**

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

**Issue:** Robeson County Department of Social Services (DSS) requests to revise the Subsidy Admin budget by decreasing the following line items: furniture/non-computer equipment over $500.00 by $8,000.00. DSS also request to increase the following line items: computer equipment/printers over $500.00 by $6,000.00 and furniture/equipment under $500.00 by $2,000.00. A budget revision is requested to accommodate funding for computer equipment over and below $500.00.

**Recommendation:** It is recommended that the committee consider approving the Subsidy Admin budget revision request.

1. **Budget Revision Request – Professional Development (PD)**

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

**Issue:** The Robeson Community College requests to revise the Professional Development budget by decreasing the following line items: printing and binding by $300.00, grants/cash awards by $1,363.00, and grants/non-cash awards by $3,637.00. PD also requests to increase the following line items: personnel by $5,000.00, communications & postage by $25.00, and employee training (no travel) by $275.00, A budget revision is requested to cover additional personnel expenses and registration fees for conferences.

**Recommendation:** It is recommended that the committee consider approving the Professional Development budget revision request.

1. **Contract Activity Description (CAD) Revision Request – Dolly Parton Imagination Library (DPIL)**

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

**Issue:** The Dolly Parton Imagination Library activity requests to update their CAD to reflect their recent name change from United Way of Robeson to Lumber River United Way.

**Recommendation:** It is recommended that the committee review and consider approving the Dolly Parton Imagination Library CAD revision request.

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

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

**Issue:** The EQST activity requests to update their CAD to reflect NCPC mandated universal programmatic requirements.

**Recommendation:** It is recommended that the committee review and consider approving the Environment Quality Star Tracks CAD revision request.

1. **FY 2022 -2023 Budget Recommendations to Board of Directors**

**Background:** In January 2021, the Grants Review Committee performed a comprehensive review of Smart Start grant applications and budget requests and made a 3-year recommendation to the Executive Committee.

**Issue:** Based on prior recommendations, the Grants Review Committee requests that the Executive Committee consider the following budget amounts for FY 2022-2023. The Grants Review committee also recommends that the Executive committee approve up to this amount allowing for budget changes during initial and full budget allocations by North Carolina Partnership for Children, Inc.

**Recommendation:** It is recommended that the Executive Committee review the 2022-2023 budget recommendations and consider approving/revising the amounts for FY 2022-2023:



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. **North Carolina Museum of Natural Sciences Grant – Exploration Station**

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

**Issue:** RCPC received notification that the North Carolina Museum of Natural Sciences awarded Exploration Station a one-time grant of $40,012.68.

**Recommendation:** It is recommended that the committee accept the North Carolina Museum of Natural Sciences Grant.

1. **Robeson County Grant – Exploration Station**

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

**Issue:** RCPC received notification that Robeson County awarded Exploration Station a one-time grant of $12,500.00.

**Recommendation:** It is recommended that the committee accept the Robeson County Grant.

1. **2021-2022 Treasurer’s Report**

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

**Issue:** The treasurer’s report for the 2021-2022 fiscal year is included.

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

**Non-Action Items**

1. **Leon Maynor Foundation**

**NCPC Monitoring Report**

**Final Audit Report**

**Announcements**

**Adjournment**

The next meeting will be held on May 17, 2022.