



**Executive Committee Meeting**

**July 20, 2021**

**Via Zoom: https://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, Inc. (RCPC) Board Room**

**210 E. Second Street**

**Lumberton, NC 28358**

**Approval of Minutes**

Review minutes from the May 18, 2021 committee meeting.

**Action Items**

1. **Budget Allocation Adjustment - Administration**

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

**Issue:** North Carolina Partnership for Children (NCPC) recently notified RCPC that RCPC’s Administration allocation has been decreased from $210,045 to $209,822 for the 2021-2022 fiscal year. The RCPC Board of Directors originally approved an amount of $210,045 for the 2021-2022 fiscal year. Due to the NCPC budget reduction, RCPC requests to decrease the recently approved Administration budget allocation from $210,045 to $209,822.

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

1. **FY 2021-2022 Professional Development (PD) Line Item Budget Allocations**

**Background:** The Board of Directors recently approved the full budget amount for PD’s 2021-2022 FY.

**Issue:** The line item allocations for PD’s 2021-2022 budget are provided for review.

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

1. **In House Program and Finance Monitoring Report**

**Background:** The RCPC Board of Directors review program and finance monitoring reports.

**Issue:** RCPC programmatic and finance monitoring of all in house programs for 2020-2021 was conducted by an external contract monitor.

**Recommendation:** It is recommended that the committee review and approve the programmatic and finance monitoring results for in house programs for 2020-2021.

1. **Fund Authorities Approval Background:** The Board of Directors must approve new fund authorities.

**Issue:** RCPC is required to create new funds to record revenues and expenditures for the following grants:

* Fund 401 – City of Lumberton – RCPC
* Fund 402 – Robeson County– Exploration Station
* Fund 403 – City of Lumberton – Exploration Station
* Fund 536 – Kate B. Reynolds
* Fund 537 – Kate B Reynolds – Prevent Child Abuse NC

**Recommendation:** It is recommended that the committee consider approving the required fund authorities.

1. **Equipment Disposal:**

**Background:** The Board of Directors must approve the disposal of furniture/equipment listed as a fixed asset.

**Issue:** RCPC has some equipment that is no longer operational and is obsolete. Staff suggests disposing of these items.

**Recommendation:** It is recommended that the committee review the requests to dispose of an HP Laptop and iPhone that are no longer operational or obsolete for our systems and make a recommendation.

1. **North Carolina Community Foundation Grant- Rotary Club of Lumberton Charitable Endowment Grant**

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

**Issue:** RCPC received notification that the Rotary Club of Lumberton, through the North Carolina Community Foundation, awarded RCPC a one-time grant of $500 for general operating expenses.

**Recommendation:** It is recommended that the committee accept the North Carolina Community Foundation-Rotary Club of Lumberton grant.

1. **North Carolina Community Foundation Grant- Exploration Station Enrichment Scholarship Grant**

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

**Issue:** RCPC received notification that the North Carolina Community Foundation awarded Exploration Station a one-time grant of $1,000 for Exploration Station Scholarships.

**Recommendation:** It is recommended that the committee accept the North Carolina Community Foundation Exploration Station Enrichment Scholarship grant.

1. **Walmart- Community Grant Facility #7329**

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

**Issue:** RCPC received notification that Walmart facility #7329 awarded RCPC a one-time grant of $1,000.

**Recommendation:** It is recommended that the committee accept the Walmart Community Grant from facility #7329.

1. **Walmart- Community Grant Facility #6040**

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

**Issue:** RCPC received notification that Walmart facility #6040 awarded RCPC a one-time grant of $2,500.

**Recommendation:** It is recommended that the committee accept the Walmart Community Grant from facility #6040.

1. **Kate B. Reynolds- Prevent Child Abuse North Carolina Grant**

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

**Issue:** RCPC received notification that Kate B. Reynolds Prevent Child Abuse NC awarded RCPC a one-time grant of $9,170.00 for personnel expenses.

**Recommendation:** It is recommended that the committee accept the Kate B. Reynolds Prevent Child Abuse NC grant.

1. **Kate B. Reynolds Grant**

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

**Issue:** RCPC received notification that Kate B. Reynolds awarded RCPC a one-time three-year grant totaling $330,000.00 for general operating funds to facilitate greater community engagement to inform local and statewide early childhood improvement efforts.

**Recommendation:** It is recommended that the committee accept the Kate B. Reynolds 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.

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

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.

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

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**

 **2021-2022 Authorized Board Check Signers:**

* Leslie Bell
* Christy Strickland
* Rhonda Dial

**Announcements**

**Adjournment**

The next meeting will be held on September 21, 2021.