



Board of Directors
Via Zoom
Monday, February 7, 2022
6:00 PM

MINUTES

Members Present

Clarendon County: Benton Blakely, Kevin Johnson, Shirley Keels, Julia Nelson, Dwight Stewart

Kershaw County: Julian Burns, Alfred Mae Drakeford, Penry Gustafson, Jeffery Graham, Brad Hanley, John Lee, Kenneth McCaskill, Sammie Tucker

Lee County: Grady Brown, Jackie Josey, Travis Windham, Will Wheeler

Sumter County: Steve Corley, James Blassingame, Jim McCain, Vivian McGhaney, Roland Robinson, David Weeks, Chuck Wilson

Members Absent

Sumter: Eugene Baten, Jay Davis, David Merchant, Gifford Shaw

1. **Welcome and Call to order:** Chairman Julia Nelson called the meeting to order at 5:03 PM.
2. **Invocation:** Rev. John Lee provided the invocation.
3. **Pledge of Allegiance:** The Pledge was led by Mr. Jim McCain.
4. **Quorum Determination:** The Board Clerk, Linda Jackson, informed Chairman Nelson we had reached a quorum with 25 of 29 board members present.
5. **Agenda Adoption:** Chairman Nelson made an amendment to add an Executive Session to discuss a matter related to an employee, in accordance with Section 30-4-70 (a)(1) of the South Carolina Code before item #13 Next Step- Executive Director Search. Mr. Jim McCain made the motion to adopt the amended agenda and it was seconded by Mr. Roland Robinson. All were in favor and the motion passed unanimously.
6. **Approval of Previous Minutes:** Mrs. Vivian McGhaney noted a correction needed to be made to the December meeting minutes that was mailed out (enclosure #2). Mrs. McGhaney asked that items #12 and #14 be reviewed to provide more clarity. Chairman Nelson called for a motion to approve the meeting minutes with the necessary corrections. Mr. McCain made a motion to approve the previous meeting minutes with the needed corrections made by Mrs. McGhaney and it was seconded by Mr. Chuck Wilson. All were in favor and the motion passed unanimously.

7. **Grievance Policy Review Draft:** Chairman Nelson informed the board that the Executive Committee requested the attorney, Mr. Fred Williams, to review the proposed Grievance policy again before presenting the policy to the Board.

8. **Public Presentations:**

- a. **2021 Climate Assessment Briefing:** Mrs. Nozomi Morgan CEO of Michiki Morgan Worldwide provided the report of the overall results of our Climate Assessment Survey. Key insights include:
- i. A high level of participation (83%) indicates that there is a high level of interest and connection to the organization overall
 - ii. An overall score of 4.0 on a 5-point scale reflects a favorable result overall as on the whole employees agree with the statements, which are worded positively
 - iii. Overall positive scores related to the Cultural Values items reflect that employees are actively working to adopt and apply them
 - iv. Results related to items measuring Employee Engagement indicate a strong level of favorability across the organization

9. **Staff Reports:**

- a. **Finance Report:** Mrs. Rachel Katorkas, Finance Department Chief, reported that enclosure #6 runs through the end of December. She reported that we were at 50% through the fiscal year. And overall, we have brought in 26.8% of budgeted revenue and expended 38.5% of budgeted expenses. Mrs. Katorkas informed the Board that there is a 12-point differential between receipts and expenses, which is normal and expected. She informed that under expenses, advertising and miscellaneous are over-budget due to some grant-related spending, and adjustments for those will be included in the proposed budget amendment. She reported that the fund balance consists mostly of cash.

10. **Committee Report:**

- a. Audit/Finance Committee
- i. Mr. Tim Lyons from Mauldin & Jenkins gave a briefing to the board regarding the audit report. Mr. Lyons informed the board that the audit report for June 2021 is in process and will be complete at a later date.
 - ii. Mrs. Alfred Mae Drakeford reported that the Audit-Finance Committee has reviewed the FY 2022-2023 Membership Support Request that was submitted by staff. She explained the breakout between jurisdictions is based on population due to the population changes as recorded in the last census and the amounts per jurisdiction have changed from the previous year. Mrs. Drakeford informed the board the total request of \$290,347 has not changed from where it has been for the previous 3 years.

The Audit/Finance Committee brought forth a motion to approve the Membership Support Request for FY 2022-2023 as submitted. It was seconded by Mr. McCain. All were in favor and the motion passed unanimously.

11. **Old Business:**

- a. **Employee Handbook Adoption:** Chairman Nelson called for a motion to adopt the employee handbook. Rev. John Lee made the motion, and it was seconded by Mr. Jim McCain. All were in favor and the motion passed unanimously.
- b. **2020 Census Report- Impact on Board Composition:** Mr. Dennis Cyphers, Government Services Chief reported to the board that in Kershaw County there was a greater than 10% increase in the population and in Lee County there was a greater than 15% decrease in the population. He explained that Sumter County had a net out migration and there was an increase of 10% in the City of Sumter. Mr. Cyphers stated that Clarendon County had a greater than 15% decrease with the exception of the eastern shore of Lake Marion. He explained that Kershaw County was the only county that developed an increase in population of 5%. He stated that these numbers do not include the county seats, just the overall county population.

Mr. Cyphers informed the board of the different towns' reports. Camden had reached a 14% increase for a total of 950 new residents, Elgin 24% increase for a total of 323 new residents, Bethune decrease 6%, Bishopville had a decrease of almost 13% with an out migration of 477 residents, Lynchburg had a 15% decrease with 55 less residents, Sumter City had a 7.25% increase with about 3,000 new residents within the city limits, Mayesville had a 25% decrease of almost 200 resident migration, and Pinewood had a 7% decrease estimating at 35 resident migrations. In Clarendon County, Paxville increase by 25% with 47 new residents, Turbeville and Manning had about a 1-5% decrease with about a 230-resident migration, Summerton had a 18% decrease with about 186 resident migrations. The board has received Mr. Cyphers information. The report was provided as information only.

12. New Business:

- a. **COG Board Composition Adjustments:** Chairman Nelson stated that this item has been tabled by the Executive Committee for further discussion.

- 13. Executive Session:** Chairman Nelson called for a motion to enter executive session. Mr. McCain made the motion to enter executive session to discuss the matter related to an employee, in accordance with Section 30-4-70 (a)(1) of the South Carolina Code and it was seconded by Mrs. McGhaney. All were in favor and the motion passed unanimously.

Chairman Nelson entertained a motion to exit executive session. Mr. McCain made the motion, and it was seconded by Mr. Dwight Stewart. All were in favor and the motion passed unanimously.

Chairman Nelson entertained any action to be taken from Executive Session discussion. Mr. Sammie Tucker made a motion to approve the salary increase of Interim Executive Director Areatha Clark to \$115,000 and it was seconded by Mr. Chuck Wilson. All were in favor and the motion passed unanimously.

- 14. Next Steps- Executive Director Search:** Chairman Nelson stated that the Executive Committee will discuss this item at their next meeting.

- 15. Executive Director's Report:** The Interim Executive Director didn't have a report.

- 16. Chairman's Remarks:** Chairman Nelson thanked everyone for attending and had no further remarks.

17. Adjourn: Chairman Nelson called for a motion to adjourn. Mr. Chuck Wilson made the motion, and it was seconded by Mr. McCain. All were in favor and the motion passed unanimously.

Submitted by:

Linda Jackson
Board Clerk

Approve by:

Areatha Clark
Interim Executive Director

I certify that the public and media notifications of the above-mentioned meeting were given prior to the meeting as follows:

Public Notified: No
Manner Notified: Agenda was not posted on Bulletin Board at 2525 Corporate Way, Suite 200
• Date Posted: February , 2022

Media Notified: Yes
Manner Notified: Agenda emailed to local newspapers:
The Item and The Chronicle

Date Notified: February 4, 2022

