

## Minutes of the Board of Directors of New River Community Action, Inc.

held at New River Valley Business Center in Fairlawn, on July 15, 2021 at 7:00 p.m. The following members were present or absent:

Board Member	Present or Absent
Linda Baylor	Present
Aline Brinckman	Present
Melissa Dodson	Present
Rachel McHugh-Lydon	Absent
Kim Fernandez	Present
Sarah Greene	Present
Michael Grigsby	Present
Joseph Guthrie	Present
Elaine Hawkins	Present
John McEnhill	Present
Serena Ming	Present
Kelly Patton	Present
Gina Rhea	Present
Corbin Vierling	Absent
Tonia Winn	Present
Tina Lindsey, ex-officio	Present
Boyoung Park, ex-officio	Present
Lee Simpkins, ex-officio	Present

Ms. Molly Buckwalter-Fairfield presented the Low-Income Community Needs Assessment (LICNA).

Mr. McEnhill presented Board Recognitions and began introductions for new board members.

Ms. Fernandez moved to accept the Agency Low-Income Community Needs Assessment. Ms. Ming seconded the motion, motion carried.

Mr. McEnhill called the meeting to order at 8:10 PM.

Mr. McEnhill invited public comments. Hearing no comments, the public comment period was closed.

Mr. Guthrie moved to approve the agenda as presented. Ms. Lindsey seconded the motion, motion carried.

Ms. Greene moved to approve the following consent agenda items as recommended by respective committees:

- Board of Directors meeting minutes for June 17, 2021
- Proposed Personnel Policy Revisions (Bereavement, Holiday, and Grievance)
- Staff Organizational Charts (Head Start, NRCA)

Ms. Rhea seconded the motion, motion carried unanimously.

There was no agency mail for July.

Ms. Rhea moved to seat new board member Serena Ming, and to re-seat John McEnhill, Melissa Dodson, Kim Fernandez, Linda Baylor, Dr. Boyoung Park, and Tina Lindsey. Ms. Fernandez will serve as board mentor for Ms. Ming.

Mr. McEnhill presented the Executive Committee Report.

Mr. McEnhill presented the Membership Committee Report. Membership Committee recommended approval for Mr. Lee Simpkins to rejoin the board as an ex-officio member. Motion carried.

Ms. Brinckman presented the Personnel Committee Report. Personnel Committee reviewed the Agency's Salary Scale/Structure. Personnel Committee also discussed the revisions to NRCA's drug testing policy.

Ms. Winn presented the Nominating Committee report. The Nominating Committee recommended Mr. McEnhill to be reappointed Chair of the Board, Ms. Fernandez as vice-chair, and Mr. Guthrie to continue to serve as secretary/treasurer. There being no nominations from the floor, a motion was made by Mr. Grisby to close the nominations and accept the slate of nominations presented by the nominating committee, seconded by Ms. Dodson. Motion carried. Ms. Ming moved to elect the slate of candidates accepted by the board, seconded by Ms. Greene. Motion carried.

Ms. Ming moved to approve the committee's recommendations. Ms. Greene seconded. Motion carried.

Ms. Harrell presented her Chief Operation Officer's report.

Ms. Thompson presented her Chief Executive Officer's report.

Mr. McEnhill presented Other Business. Ms. Ming moved to approve the new program year committee assignments as follows:

- Program Committee: Michael - Chair, Kim, Dr. Park, Gina, Tina (John-ex officio)
- Finance Committee: Joe-Chair, John, Elaine, Linda, Lee
- Personnel Committee: Kelly-Chair, Aline, Serena, Corbin (John-ex officio)
- PR and Resource Development Committee: Melissa-Chair, Sarah, Rachel, Tonia (John-ex officio)
- Membership: Kim-Chair, Corbin, John, Aline, Gina, Joe
- Executive Committee: John-Chair, Kim, Joe, Corbin, Gina

Ms. Lindsey seconded. Motion carried. Mr. McEnhill shared the Board Work Plan 4<sup>th</sup> Quarter Progress Report and discussed Board Text Communications.

With no further business, Ms. Fernandez moved to adjourn the meeting in honor of Sheila West. Ms. Greene seconded the motion, motion carried. Meeting adjourned at 9:04.

*Respectfully Submitted,*

*Mr. Joseph Guthrie, Secretary/Treasurer*

*Approved as Presented / Corrected*

*Mr. John McEnhill, Chair*

*NRCA Board of Directors' Meeting  
July 15, 2021*