



# Eastern Carolina Council

Executive Committee Meeting  
6:30p.m. - Thursday, September 8,  
2016 Second Floor Conference Room  
233 Middle Street, New Bern, NC

## Minutes

### Executive Committee Attendees:

Shane Turney, President	Pat Prescott
Jay Bender, 1st Vice President	Arthur Robinson
Edward Riggs, Treasurer	McKinley Smith
Woody Brinson	Bill Taylor
Jesse Dowe	

### General Board Member Attendees:

Michael Curtis	William Mitchell
Dominick Spadaro	

### ECC Staff Attendees:

Judy Hills, Executive Director	Leighann Morgan, Administrative Assistant
Jenny Miller, Finance Director	

### Guests:

Knox Proctor	Frank Emory
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- Welcome, Invocation, and Call to Order** – Shane Turney called the Executive Board Meeting to order at 6:30 p.m., and welcomed everyone to the meeting. Arthur Robinson did the Invocation followed by an introduction of everyone around the table.
- Adopt Agenda** – Judy Hills requested to add Executive Director Search Committee item to the agenda after 8. Legislative Luncheon.  
*Edward Riggs motioned to adopt the added item and agenda, seconded by Bill Taylor, motion carried unanimously.*
- Consent Agenda** – The consent agenda included the minutes from May 12, 2016 Executive Board Meeting and Financial Statements from June, July & August 2016.  
*Bill Taylor motioned to approve the consent agenda, seconded by Jay Bender, motion carried unanimously.*
- Budget and Audit Committee Report** – Edward Riggs reported that the Budget and Audit Committee met at 4:00 p.m. before the present meeting to discuss the presented financials and budget amendments, 2017 Board Meeting schedule, auditors schedule, changes to the personnel policy and the executive director search committee.

5. **Finance-Budget Amendments** – Jenny Miller presented Budget Amendment 1. Items 1-5 are T/A projects, item 6 is PEV funding and items 7-11 are funding from AAA.

Woody Brinson asked how the Personnel Search for Beaufort is considered Economic Development T/A project. Jenny Miller replied it is only grouped in the financial system that way and is actually an Administration project.

*Woody Brinson motioned to approve Budget Amendment 1, seconded by Pat Prescott, motion carried unanimously.*

6. **New Members** - The following local governments have paid the full ECC dues and seek approval for membership: Jones County and Town of Teachey

*Jay Bender motioned to approve Jones County membership, seconded by Arthur Robinson, motion carried unanimously.*

*Jesse Dowe motioned to approve Town of Teachey membership, seconded by Woody Brinson, motion carried unanimously.*

Judy Hills stated 3 small government municipalities have not paid this year dues that have paid in the past are Walstonburg, Vandemere, and Arapahoe. If any board member has a connection with those towns, Judy requested that the town be personally asked to rejoin ECC.

Shane Turney welcomed Jones County and Town of Teachey to Eastern Carolina Council Board.

7. **Changes to the ECC Personnel Policies** (see attached explanations) – Judy addressed the Personnel Policy changes which will add verbiage relating to attendance. This wording was developed with the assistance of Attorney Joe Austin of Ward & Smith.

*Billy Taylor motioned to approve Personnel Policy changes as presented, seconded by Pat Prescott, motion carried unanimously.*

8. **Legislative Luncheon**- Judy Hills stated a Legislative Luncheon has been scheduled for November 16, 2016 from 11:30 a.m. to 1:30 p.m. at the Flame Banquet Center in New Bern. Last year's topics have been attached to the agenda packet for viewing. Everyone is encouraged to review the topics and contact Judy with any suggestions for this year. Judy also stated that the invitation will include town and county managers and the newly elected officials. Jay Bender urged everyone to use their contacts to encourage legislators to attend the luncheon.

9. **Executive Director Search Committee** – Edward Riggs stated that a timeline has been established for the search for a new Executive Director, as Judy Hills will be retiring at the end of this fiscal year. A search committee is needed to conduct the selection process. The Committee will include a representative from each county, The Budget and Audit Committee which includes members from 6 of the 9 counties will form the base. Three other board members are needed from Duplin, Lenoir and Onslow to complete the Committee. The Search Committee will meet 30-45 minutes prior to the scheduled November meeting.

*Jay Bender motioned to form the Search Committee as recommended, seconded by Bill Taylor, motion carried unanimously.*

Jesse Dowe, McKinley Smith, and Roland Best were nominated for the committee. Jesse Dowe accepted the position, Shane Turney will contact potential committee members from Onslow (Mayor McKinley Smith from Richlands) and Lenoir (Roland

Best, Lenoir County Commissioner) counties.

10. **Executive Director Report** – Judy Hills stated that ECC will be hosting an educational Clerk's Event on December 9<sup>th</sup>, 2016. ECC will now be posting jobs for the region's municipalities and counties on its website. We are hoping to host a workshop in the spring for Food Economies/Systems and Water Resources.

There was a discussion on Intergovernmental Clearinghouse Reviews. This is a state process to seek input from local governments on projects that might impact their respective areas. There are a large number of solar farms being planned for our region.

11. **Member Comments** – Shane Turney again welcomed Jones County & the Town of Teachey to the board.

Michael Curtis commended Patrick Flanagan on his help with the funding of the Cape Carteret walk/bike trail, completion date set to 2018.

Jay Bender mentioned the construction of the By-pass around Pollocksville & Maysville and the By-Pass is on the way.


Pat Prescott stated the Goldsboro By-Pass is very useful and cuts down time.

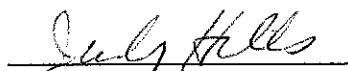
Shane Turney stated the Board Annual Event will be moved back to Thursday.

Frank Emory stated Jones County Heritage Festival is Oct. 17<sup>th</sup>.

12. **Adjournment**

*Bill Taylor motioned to adjourn the meeting, seconded by Arthur Robinson, meeting adjourned at 7:20 p.m.*

  
Shane Turney, President

  
Judy Hills, Executive Director