



Eastern Carolina Council

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DATE: June 4, 2018

TO: ECC General Membership Board Members

FROM: Shane Turney, President

RE: General Membership Board Agenda Packet

Please make plans to attend the Eastern Carolina Council **General Membership Board meeting** to be held on Thursday, **June 7, 2018** at the **Eastern Carolina Council offices, 233 Middle Street, Second Floor Conference Room, OMarks Building, New Bern, NC.**

Dinner will commence at 6:00 p.m. (DINNER Complimentary). The meeting will commence promptly at 6:30 p.m.

Board Members are welcome to view the check register. You may contact Jenny Miller, Finance Director to do this.

If you have not yet participated in an orientation session with the staff, we would encourage you to contact Executive Director, Matthew Livingston to do so. 252.638.3185 x 3005 or mlivingston@eccog.org. We can either do it individually or we can do it at 5 PM before the 6 PM Meeting. Please contact to schedule.

If you need additional information, do not hesitate to call Eastern Carolina Council 252.638.3185 extension 3005.

We look forward to seeing you there.

General Membership Board Meeting

6:30 p.m. - Thursday, June 7, 2018

Second Floor Conference Room

233 Middle Street, New Bern, NC

AGENDA

- 1. Welcome, Invocation, and Call to Order** - Welcome any New Board Members
- 2. Adopt Agenda** - *Shane Turney, President*
- 3. Public Hearing – ECC FY 18/19** – *Edward Riggs, Treasurer*
- 4. Consent Agenda** - *Shane Turney, President*
 - a. General Membership Board Minutes—January 11, 2018
 - b. Financial Statement (to be provided at the meeting)
- 4. Budget and Audit Committee Report** - *Edward Riggs, Treasurer*
- 5. Finance—Budget Amendment** - *Jenny Miller, Finance Director*
- 6. Approval of ECC FY 18/19 Budget** –*Edward Riggs, Treasurer & Jenny Miller, Finance Director*
- 7. Pay Classification Study Presentation** – *Becky Veazy, MAPS Group*
- 8. Visioning Session** – *Patrick Flanagan, Planning Director*
- 9. Other Executive Director Updates**
- 10. Member Comments**
- 11. Adjournment**



3. Consent Agenda

a. Minutes – January 11, 2018

General Membership Board Meeting

6:30 p.m. - Thursday, January 11, 2018

Second Floor Conference Room

233 Middle Street, New Bern, NC

Minutes

General Membership in Attendance:

Marianna Hollinshed
Dominick Spadaro
Clarkson Edwards
Elizabeth Parker
Billy Whitford

Hutch Jones
Carolyn Kenyon
Chris Roberson
Scotty Summerlin
Robert Parchman

Executive Committee in Attendance:

Jay Bender
Robert Cavanaugh
Scott Dacey
Jesse Dowe
Bennie Heath

Pat Prescott
Edward Riggs
Arthur Robinson
Bill Taylor
Shane Turney

ECC Staff in Attendance:

Matthew Livingston, Executive Director
Jennifer Miller, Finance Director
David Rosado, Human Services Director

Colby Smith, Ombudsman
Mike Avery, Community Planner
Leighann Morgan, Administrative Assistant

Guests:

Greg Singleton, Craven-Pamlico Re-entry

1. Welcome, Invocation, and Call to Order - Shane Turney, President

Shane Turney called the meeting to order at 6:35 p.m. and welcomed everyone to the meeting.

Arthur Robinson gave the invocation.

- a. Shane Turney welcomed new board members. Introductions around the table were made.
- b. Bill Taylor was sworn in by Executive Director Matthew Livingston as 2nd Vice President.

2. Adopt Agenda - Shane Turney, President

Bennie Heath motioned to adopt the agenda, seconded by Bob Cavanagh, unanimously approved.

3. Consent Agenda - Shane Turney, President

- a. General Membership Board Minutes—June 8, 2017
- b. Financial Statement

Bob Cavanaugh motioned to approve the consent agenda, seconded by Pat Prescott, unanimously approved.

4. Budget and Audit Committee Report - Edward Riggs, Treasurer

Edward Riggs stated the Budget & Audit Committee met on Thursday, January 11th at 5:00 p.m. The committee reviewed the check register, financial statements and the budget amendment that was presented in the agenda packet and found them to be in order.

5. Finance—Budget Amendment - Edward Riggs, Treasurer and Jenny Miller, Finance Director

Jenny Miller explained Budget Amendment #2

There was a brief discussion of the increases were due from grants.

Jay Bender motioned to approve Budget Amendment #2, seconded by Edward Riggs, unanimously approved.

6. Craven Pamlico Re-entry Council Update - Greg Singleton, Craven, Pamlico Re-entry Council Director

Greg Singleton presented a handout that explained some of the services that the re-entry council can do for those re-entering into the community. ECC was awarded the grant for this agency for Craven and Pamlico counties and will serve as the fiscal agent for this council.

There was a discussion of the importance of a Re-entry Council to all the counties and members gave some personal stories they have experienced.

7. CEDS Status Report and 3 year EDD Planning Grant - Matthew Livingston, Executive Director

Matthew Livingston explained that the CEDS were submitted to EDA and was approved for \$350,000 for 3 years. The next step is going out to the counties to do presentations on what CEDS are and consists of. In addition, the document will help the community with their goals and future grants.

8. Executive Director Report

Matthew Livingston stated that ECC will be hosting an Ethics Training to member governments for free on February 22, 2018. ECC will also be hosting a Ready Rating Workshop on January 26, 2018.

9. Member Comments

Shane Turney asked members to stay up to date by utilizing the ECC website for current workshops and events. Attendance is crucial to the meetings and to be sure to RSVP to help support the staff in preparation. If you have not attended an orientation, it would be a good idea to schedule one with the Executive Director.

Shane explained how the Executive Committee board is formed and the need for Caucus Representative of the Municipalities to serve on the board. There are a maximum of 18 members of the Executive Committee, one from each member county (county commissioner) and one from each county representing the municipalities. He asked for members to join together by county to select a caucus representative.

Matthew Livingston stated ECC will be having an Visioning Session of February 8th at 6 p.m.

Clarkson Edwards thanks Chad Davis for his hard work with the Town of Pine Knoll Shores.

10. Adjournment

Bob Cavanagh motioned to adjourn the meeting, seconded by Jesse Dowe, meeting adjourned.

Respectfully Submitted,

Shane Turney, President

Matthew Livingston, Executive Director



2018 Meeting Schedule

Meetings are held on the **second Thursday of the month** and are held in the **second floor conference room of the O. Marks Building 233 Middle Street, New Bern with the exception of the Annual Celebration. That venue is to be determined.**

<u>SCHEDULE</u>	<u>Year 2018</u>
General Membership Board	January 11, 2018
Committee meetings (if needed)	*February 8, 2018
Executive Committee	March 8, 2018
Committee Meetings (if needed)	*April 12, 2018
Executive Committee	May 10, 2018
General Membership Board	June 7, 2018
Committee Meetings (if needed)	*August 9, 2018
Executive Committee	September 13, 2018
Committee Meetings (if needed)	*October 11, 2018
Executive Committee	November 8, 2018
No meeting	December 2018
Annual Celebration	TBD

***The specific committees will be notified as necessary (Nomination Committee, Budget and Audit Committee, etc.)**