

**AGENDA**

**Board of Directors**

**February 19, 2020**

**Dinner – 5:45 p.m. Call to Order – 6:00 p.m.**

**Lebanon, Woodstock, and Manassas Office**

**Via teleconference (1-800-504-8071 pass code 6289188)**

**\*6 MUTE**

**\*7 UNMUTE**

- |  |                  |
|--|------------------|
| 1. Call to Order                         | Chris Shortridge |
| 2. Seating/Reseating of Board Members    | Chris Shortridge |
| * Jean Neal – Abingdon Terrace Resident  |                  |
| * Terry Hale - Trammel Community         |                  |
| * Phil McCall – Washington County BOS    |                  |
| * Tony Carter – Warren County BOS        |                  |
| 3. Roll Call/Determination of Quorum     | Alice Meade      |
| 4. Public Input/Approval of Agenda       | Chris Shortridge |
| 5. People Incorporated Mission Statement | Chris Shortridge |
| 6. Community Action Promise              | Rob Goldsmith    |
| 7. Client Presentation                   | Shane Simmons    |
| * Community Economic Development         |                  |
| 8. President and CEO’s Report            | Rob Goldsmith    |
| 9. Information Agenda                    | Rob Goldsmith    |
| a. Programs Update                       |                  |
| b. Program Dashboards                    |                  |
| c. Staff Update                          |                  |
| d. Media Updates                         |                  |
| e. PIHG Minutes                          |                  |
| f. PIFS Minutes                          |                  |
| g. Advisory Committee Minutes            |                  |
| *Policy Council                          |                  |

**People Incorporated of Virginia**

**Headquarters** 1173 West Main Street, Abingdon, VA 24210 **Phone:** 276.623.9000 or 276.466.6527 **Fax:** 276.628.2931 **Email:** [info@peopleinc.net](mailto:info@peopleinc.net)

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h. Committee Minutes

- \*Audit Committee
- \*Communications Committee
- \*Evaluation Committee
- \*Finance Committee
- \*Governance Committee
- \*Planning Committee
- \*Transition Committee

i. Housing Development Projects Update

*The Consent Calendar shall be introduced by a motion: "To approve the Consent Agenda," and shall be considered by the Board as a single item.*

*On objection by any member of the Board of Directors to the inclusion of any item on the Consent Agenda, that item shall be removed from the Consent Agenda forthwith. Such objection may be recorded at any time prior to voting on the motion to approve the Consent Agenda. All such items shall be considered individually, in the order in which they were removed, immediately following consideration and adoption of the Consent Agenda. Notwithstanding, a Board Member may ask for discussion of one or more items of the Consent Agenda without removal of that item from the Consent Agenda.*

*Approval of the motion to approve the Consent Agenda shall constitute approval, adoption, or enactment of each motion, resolution, ordinance, or other item of business thereon, exactly as if each had been acted upon individually.*

10a. Consent Agenda

Chris Shortridge

I). People Incorporated Minutes

- \*November 20, 2019 & December 2, 2019

II). Finance Committee Report

1. Summary Budget Comparison
2. Balance Sheet and Statement of Revenues/Expenditures
3. Cash Flow Projections
4. Three Year Financial Plan Update
5. Low-Income Housing Tax Credits (LIHTC) Updates

III). Governance Committee Report

1. List of Terms Expiring in 2020

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- IV). Evaluation Committee Report
    - 1. 1<sup>st</sup> Qtr. CSBG Report
  - V). Communications Committee Report
    - 1. Annual Report
  - VI). Planning Committee Report
    - 1. New River/Mt. Rogers WIOA
    - 2. Housing Affordability Breakthrough Challenge
    - 3. TANF Pilot-Self Employment
    - 4. 2020 LIHTC Application – Sweetbriar
- 10b. Items Removed from the Consent Agenda Chris Shortridge
11. Finance Committee Report John Ayers
- a. Dashboard
  - b. Approval of 990
  - c. EHS/HS Budget Amendment
  - d. Singleton’s Financing Options
12. Audit Committee Report Phil McCall
- a. Request for Proposals for Audit Services
13. Planning Committee Report David McCracken
- a. 2020 Strategic Plan Workplan
14. Governance Committee Report Tony Hooper
- a. Vacant Board Seats
  - b. By-Laws Amendments
15. Transition Committee Report Chris Shortridge
- a. Transition Timeline
16. Executive Committee Report Chris Shortridge
- a. President and CEO Performance Evaluation
  - b. President and CEO Compensation Review
17. 2020 Conflict of Interest Chris Shortridge
18. Board Retreat Chris Shortridge
- Retreat - 3/13/20-3/15/20
  - \*Roanoke Virginia, Hotel Roanoke

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19. Other Business Chris Shortridge
20. Public Input/Board Members' Comments Board Members
21. Next Board Meeting Chris Shortridge
- \* Called Meeting – March 15, 2020 at 11:50 a.m.
    - \*Hotel Roanoke and via Teleconference
  - \*Regular Scheduled Meeting – April 15, 2020
    - \* Lebanon, Manassas, Woodstock, and teleconference
22. Adjournment Chris Shortridge

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