

AGENDA
Board of Directors
June 17, 2020
Call to Order – 6:00 p.m.
Via teleconference (1-800-504-8071 pass code 1326297378)
 *6 MUTE, *7 UNMUTE
and WebEx

- | | |
|--|------------------|
| 1. Call to Order | Chris Shortridge |
| 2. Roll Call/Determination of Quorum | Alice Meade |
| 3. Seating/Reseating of Board Members
* Linda Gibson – Frederick County BOS | Chris Shortridge |
| 5. Public Input/Approval of Agenda | Chris Shortridge |
| 6. People Incorporated Mission Statement | Chris Shortridge |
| 7. Community Action Promise | Rob Goldsmith |
| 8. President and CEO’s Report | Rob Goldsmith |
| 9. CSBG CARES Act Grant | Rob Goldsmith |
| 10. Group Discussion | Board Members |
| 11. Questions or Comments about Informational Items | Board Members |
| 12. SBA CARES Act Payroll Protection Program Loan | Rob Goldsmith |

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
Bristol Office 800 Martin Luther King, Jr. Boulevard, Bristol, VA 24201 **Phone:** 276.466.5587 **Fax:** 276.466.0728 **Email:** bristol@peopleinc.net
Grundy Office 20694 Riverside Drive, Grundy, VA 24614 **Phone:** 276.935.4747 **Fax:** 276.935.4368 **Email:** buchanan@peopleinc.net
Lebanon Office 122 Price Street, Lebanon, VA 24266 **Phone:** 276.889.0999 **Fax:** 276.889.0117 **Email:** russell@peopleinc.net
Manassas Office 9324 West Street, Manassas, VA 20110 **Phone:** 571.445.3020 **Fax:** 571.445.3030 **Email:** pwc@peopleinc.net
Woodstock Office 135 South Main Street, Woodstock, VA 22664 **Phone:** 540.459.9096 **Fax:** 540.459.8732 **Email:** woodstock@peopleinc.net
Culpeper Office 219 East Davis Street, Suite 100, Culpeper, VA 22701 **Phone:** 833.277.9330 **Email:** info@peopleinc.net



The Consent Agenda 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.

13a. Consent Agenda

Chris Shortridge

- I). People Incorporated Minutes
*April 15, 2020
- II). Finance Committee Report
 - 1. Approval of Minutes May 28, 2020
 - 2. Summary Budget Comparison
 - 3. Balance Sheet and Statement of Revenues/Expenditures
 - 4. Cash Flow Projections
 - 5. Three Year Financial Plan Update
 - 6. Low-Income Housing Tax Credits (LIHTC) Updates
- III). Governance Committee Report
 - 1. Approval of Minutes – May 27, 2020
 - 2. 2020 Board Self-Evaluation Results
 - 3. 2020 Board Training Survey Results
- IV). Evaluation Committee Report
 - 1. Approval of Minutes – May 29, 2020
 - 2. 3rd Qtr. CSBG Report
 - 3. Employee Satisfaction Survey Results
- V). Communications Committee Report
 - 1. Approval of Minutes – May 26, 2020

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
Bristol Office 800 Martin Luther King, Jr. Boulevard, Bristol, VA 24201 **Phone:** 276.466.5587 **Fax:** 276.466.0728 **Email:** bristol@peopleinc.net
Grundy Office 20694 Riverside Drive, Grundy, VA 24614 **Phone:** 276.935.4747 **Fax:** 276.935.4368 **Email:** buchanan@peopleinc.net
Lebanon Office 122 Price Street, Lebanon, VA 24266 **Phone:** 276.889.0999 **Fax:** 276.889.0117 **Email:** russell@peopleinc.net
Manassas Office 9324 West Street, Manassas, VA 20110 **Phone:** 571.445.3020 **Fax:** 571.445.3030 **Email:** pwc@peopleinc.net
Woodstock Office 135 South Main Street, Woodstock, VA 22664 **Phone:** 540.459.9096 **Fax:** 540.459.8732 **Email:** woodstock@peopleinc.net
Culpeper Office 219 East Davis Street, Suite 100, Culpeper, VA 22701 **Phone:** 833.277.9330 **Email:** info@peopleinc.net



- VI). Planning Committee Report
 - 1. Approval of Minutes – May27, 2020
 - 2. Singleton’s USDA Community Facilities Loan
 - 4. COVID-19 Community Needs Assessment Addendum
 - 5. NMTC Investment - Polycap
 - 6. Grant Applications Update

- VII). Personnel Committee Report
 - 1. Approval of Minutes – May26, 2020
 - 2. Health Insurance Premiums
 - 3. Adoption of Personnel Policies

- VII). Advocacy Committee Report
 - 1. Approval of Minutes – May 27, 2020

- VIII). Head Start Budget Amendment

- IX). Head Start Eligibility Selection and Ranking Criteria

- 13b. Items Removed from the Consent Agenda Chris Shortridge

- 14. Finance Committee Report John Ayers
 - a. Dashboard
 - b. FY20 Budget Update
 - c. FY21 Budget
 - d. Construction Financing Loan
 - *Singleton’s Building

- 15. Planning Committee Report David McCracken
 - a. PATH Senior Companion Program

- 16. Governance Committee Report Tony Hooper
 - a. By-Laws Amendments
 - b. Code of Conduct Revisions
 - c. Election of officers
 - d. Housing Group Board Appointments
 - e. Financial Services Board Appointments
 - f. Head Start Policy Council Appointment

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
Bristol Office 800 Martin Luther King, Jr. Boulevard, Bristol, VA 24201 **Phone:** 276.466.5587 **Fax:** 276.466.0728 **Email:** bristol@peopleinc.net
Grundy Office 20694 Riverside Drive, Grundy, VA 24614 **Phone:** 276.935.4747 **Fax:** 276.935.4368 **Email:** buchanan@peopleinc.net
Lebanon Office 122 Price Street, Lebanon, VA 24266 **Phone:** 276.889.0999 **Fax:** 276.889.0117 **Email:** russell@peopleinc.net
Manassas Office 9324 West Street, Manassas, VA 20110 **Phone:** 571.445.3020 **Fax:** 571.445.3030 **Email:** pwc@peopleinc.net
Woodstock Office 135 South Main Street, Woodstock, VA 22664 **Phone:** 540.459.9096 **Fax:** 540.459.8732 **Email:** woodstock@peopleinc.net
Culpeper Office 219 East Davis Street, Suite 100, Culpeper, VA 22701 **Phone:** 833.277.9330 **Email:** info@peopleinc.net



- | | |
|--|------------------|
| 17. Other Business | Chris Shortridge |
| 18. Public Input/Board Members' Comments | Board Members |
| 19. Next Board Meeting
*Regular Scheduled Meeting – August 19, 2020 | Chris Shortridge |
| 20. Adjournment | Chris Shortridge |

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
Bristol Office 800 Martin Luther King, Jr. Boulevard, Bristol, VA 24201 **Phone:** 276.466.5587 **Fax:** 276.466.0728 **Email:** bristol@peopleinc.net
Grundy Office 20694 Riverside Drive, Grundy, VA 24614 **Phone:** 276.935.4747 **Fax:** 276.935.4368 **Email:** buchanan@peopleinc.net
Lebanon Office 122 Price Street, Lebanon, VA 24266 **Phone:** 276.889.0999 **Fax:** 276.889.0117 **Email:** russell@peopleinc.net
Manassas Office 9324 West Street, Manassas, VA 20110 **Phone:** 571.445.3020 **Fax:** 571.445.3030 **Email:** pwc@peopleinc.net
Woodstock Office 135 South Main Street, Woodstock, VA 22664 **Phone:** 540.459.9096 **Fax:** 540.459.8732 **Email:** woodstock@peopleinc.net
Culpeper Office 219 East Davis Street, Suite 100, Culpeper, VA 22701 **Phone:** 833.277.9330 **Email:** info@peopleinc.net

