

AGENDA
Board of Directors
April 15, 2020
Call to Order – 6:00 p.m.
Via teleconference (1-844-992-4726 pass code 799002563)
and WebEx

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|---|------------------|
| 1. Call to Order | Chris Shortridge |
| 2. Roll Call/Determination of Quorum | Alice Meade |
| 3. Resignation of Board Member
* Nadine Pottinga – Frederick County BOS | Chris Shortridge |
| 4. Seating/Reseating of Board Members
* Larry Laws – American Legion Post 114
* Chelsi Conaway – Human Services Alliance of GPW
* Nadine Pottinga – United Way of NSV
* George Smith – Remington Apartment Resident | 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. Small Group Reports | Rob Goldsmith |
| 10. CSBG CARES Act Grant | Rob Goldsmith |
| 11. SBA CARES Act Payroll Protection Program Loan | Rob Goldsmith |
| 12. Questions or Comments about Informational Items | Board Members |

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
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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
*February 19, 2020
- 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. Annual Meeting Date
- IV). Evaluation Committee Report
 - 1. 2nd Qtr. CSBG Report
 - 2. Draft Volunteer Satisfaction Survey
 - 3. Draft Partner Satisfaction Survey
 - 4. Draft Partnership Evaluation
 - 5. Resident Satisfaction Survey
 - 6. 2020 Risk Assessment

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- V). Communications Committee Report
 - 1. Communications Plan
 - VI). Planning Committee Report
 - 1. Draft Opportunity Evaluation Rubric
 - 2. 2020 Community Needs Assessment Update
 - 3. Grant Applications Update
 - VII). Personnel Committee Report
 - 1. Proposed Personnel Policies Changes
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- 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. Capital Budget Needs Assessment
 - 15. Planning Committee Report David McCracken
 - a. FY21 CSBG Plan
 - b. Early Head Start Expansion
 - 16. Governance Committee Report Tony Hooper
 - a. Code of Conduct Amendments
 - b. By-Laws Amendments Notice
 - 17. Personnel Committee Report Tony Carter
 - a. Head Start COLA/QI Application
 - b. Proposed Wage Increase
 - 18. Executive Session – Contractual and Legal Issues Chris Shortridge
 - 19. Return to Open Session Chris Shortridge
 - 20. Certification of Executive Session by roll call vote Alice Meade
 - 21. Actions from Executive Session Discussions Chris Shortridge
 - 22. 2020 Conflict of Interest Chris Shortridge
 - 23. Other Business Chris Shortridge

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| 24. Public Input/Board Members' Comments | Board Members |
| 25. Next Board Meeting
*Regular Scheduled Meeting – June 17, 2020 | Chris Shortridge |
| 26. Adjournment | Chris Shortridge |

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