



Eastern Carolina Council

233 Middle Street; Ste 300
PO Box 1717
New Bern, NC 28560

Phone: 252.638.3185
Fax: 252.638.3187
www.eccog.org

DATE: December 31, 2018

TO: ECC Executive Committee Board Members

FROM: Shane Turney, President

RE: General Membership Board Agenda Packet

Please make plans to attend the Eastern Carolina Council **Executive Committee Board meeting** to be held on Thursday, **January 10, 2019** 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 need additional information, do not hesitate to call Eastern Carolina Council 252.638.3185 extension 3001.

We look forward to seeing you there.

General Membership Board Meeting

6:30 p.m. - Thursday, January 10, 2019

Second Floor Conference Room

233 Middle Street, New Bern, NC

AGENDA

- 1. Welcome, Invocation, and Call to Order**
- 2. Adopt Agenda - *Shane Turney, President***
- 3. Consent Agenda - *Shane Turney, President***
 - a. Executive Committee Board Minutes—June 7, 2018
 - b. Financial Statement
- 4. Budget & Audit Committee Report - *Edward Riggs, Treasurer***
- 5. ECC Updates – *Jay Bender & Shane Turney***
- 6. Member Comments**
- 7. Adjournment**



General Membership Board Meeting
6:30 p.m. - Thursday, June 7, 2018
Second Floor Conference Room
233 Middle Street, New Bern, NC

Minutes

General Board Members in Attendance:

John Nash	Scott Showalter
Clarkson Edwards	Hutch Jones
Johnnie Ray Kinsey	Kristie Mitchell
Elizabeth Parker	Lisa Pate
Randy Mitchell	

Executive Committee in Attendance:

Jay Bender	Arthur Robinson
Roland Best	Bill Taylor
Chris Roberson	Shane Turney
Jesse Dowe	Edward Riggs
Frank Emory	

ECC Staff in Attendance:

Mike Avery	Matthew Livingston
Samantha Burdick	Jenny Miller
Chad Davis	David Rosado
Patrick Flanagan	Chris York

Guests in Attendance:

Becky Veazy, MAPS Group
Charles Hooks, Mayor of Pikeville

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

Shane Turney called the meeting to order and welcomed everyone to the meeting. Arthur Robinson gave the invocation. Introductions around the table were made. Patrick Flanagan introduced Samantha Burdick as the new Community Planner.

2. Adopt Agenda - Shane Turney, President

Chris Roberson motioned to adopt the agenda, seconded by Frank Emory, unanimously approved.

3. Public Hearing – ECC FY 18/19 – Edward Riggs, Treasurer

Frank Emory motioned to open the public hearing, seconded by Johnnie Ray Kinsey, public hearing was open.

No comments from the public.

Frank Emory motioned to closed the public hearing, seconded by Arthur Roberson, public hearing was closed.

4. Consent Agenda - Shane Turney, President

a. General Membership Board Minutes—January 11, 2018

b. Financial Statement (to be provided at the meeting)

Roland Best motioned to approve the consent agenda, seconded by Johnnie Ray Kinsey, unanimously approved.

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

Shane Turney announced that Roland Best is now on the Budget & Audit Committee as the representative of Lenoir County. Edward Riggs stated the Budget & Audit Committee met on Thursday, June 7th at 5:00 p.m. The committee reviewed the check register, financial statements and the proposed budget that is presented for approval at tonight's meeting and found them to be in order.

6. Finance—Budget Amendment - Jenny Miller, Finance Director

No budget amendment to be presented

7. Approval of ECC FY 18/19 Budget –Edward Riggs, Treasurer & Jenny Miller, Finance Director

No further questions or comments about the budget.

Bill Taylor motioned to approve FY 18/19 Budget, seconded by Jesse Dowe, unanimously approved.

8. Pay Classification Study Presentation – Becky Veazy, MAPS Group

Becky Veazy presented the reasons for a pay classification and how the study is conducted.

9. Visioning Session – Patrick Flanagan, Planning Director

10. Other Executive Director Updates – Matthew Livingston, Executive Director

Matthew Livingston stated he is looking into direct services to veterans, could be a new services the COG can offer.

11. Member Comments

Chris Roberson asked if the COG still does Board Retreats, Matthew Livingston replied that is a service the COG offers to members.

Jesse Dowe asked more details about the Re-Entry Council and that Duplin is looking to get more involved.

Shane Turney stated to contact a staff member in setting up an orientation for new members.

Edward Riggs stated the Pay Classification Study Results are being passed out and will be presented to the Executive Board in September.

12. Adjournment

Meeting was adjourned at 8:43 p.m.

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	Hutch Jones
Dominick Spadaro	Carolyn Kenyon
Clarkson Edwards	Chris Roberson
Elizabeth Parker	Scotty Summerlin
Billy Whitford	Robert Parchman

Executive Committee in Attendance:

Jay Bender	Pat Prescott
Robert Cavanaugh	Edward Riggs
Scott Dacey	Arthur Robinson
Jesse Dowe	Bill Taylor
Bennie Heath	Shane Turney

ECC Staff in Attendance:

Matthew Livingston, Executive Director	Colby Smith, Ombudsman
Jennifer Miller, Finance Director	Mike Avery, Community Planner
David Rosado, Human Services Director	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.

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- 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.

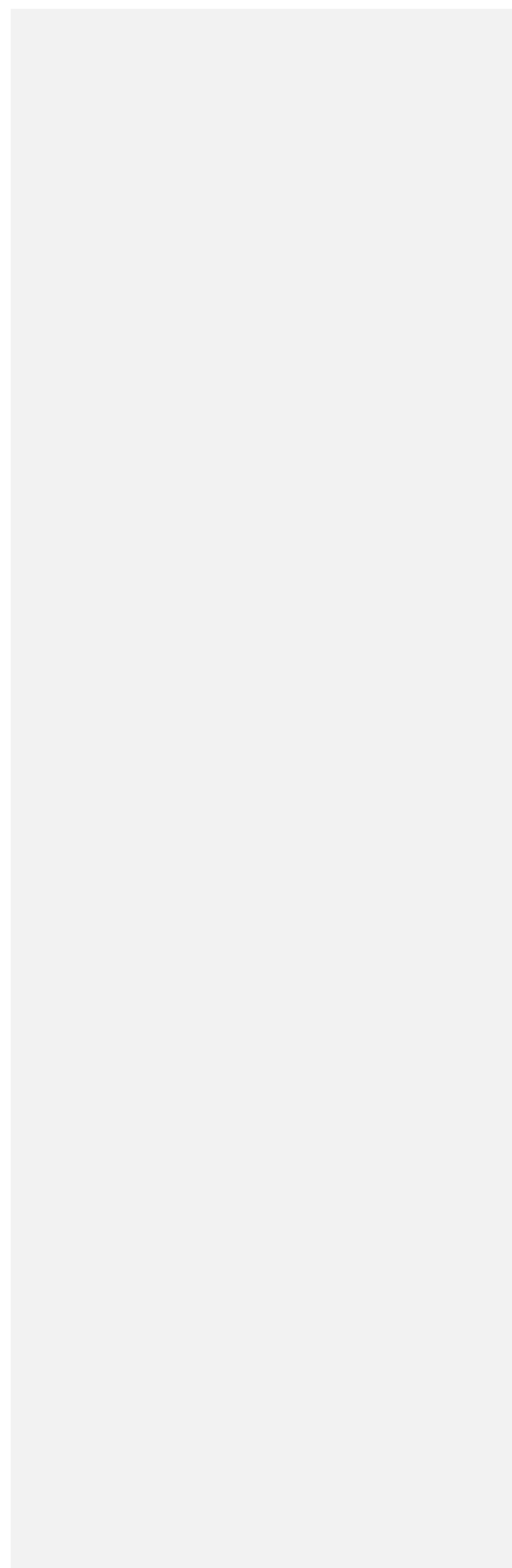
Respectfully Submitted,

Shane Turney, President

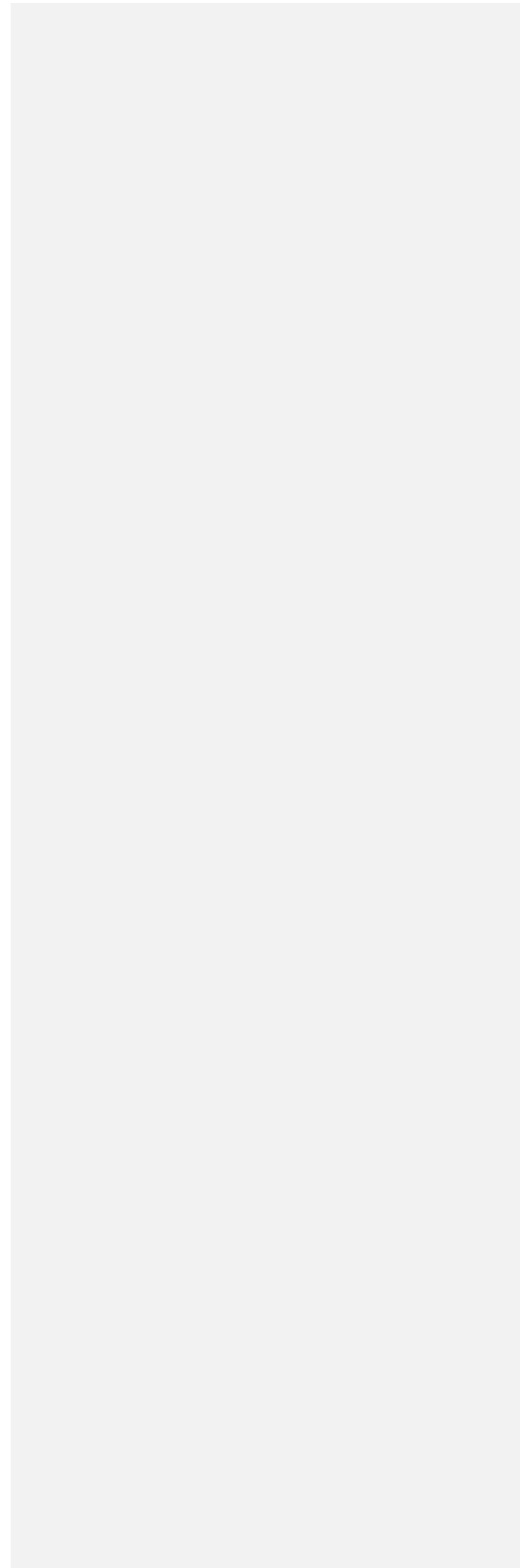
Matthew Livingston, Executive Director

3. Consent Agenda

b. Financials



10. Executive Director Report





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.**

SCHEDULE

Year 2018

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
Annual Celebration	TBD

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