

## **General Membership Board Meeting**

*6:30 p.m. – Thursday, June 9, 2022*

*(Dinner served at 6:00 p.m.)*

*Third Floor Conference Room*

*233 Middle Street, New Bern, NC*

## **Minutes**

### **ECC Executive Committee in Attendance:**

Roland Best, Lenoir County Commissioner  
Frank Emory, Jones County Commissioner  
Shane Turney, Treasurer  
Ed Riggs, 1<sup>st</sup> Vice President  
Bill Taylor, Town of Morehead City Commissioner  
Jim Kohr, City of Havelock Commissioner  
Jay Bender, President  
Arthur Robinson, 2<sup>nd</sup> Vice President  
Bennie Heath, Greene County Commissioner  
Jesse Dowe, Duplin County Commissioner

### **ECC General Membership in Attendance:**

Carolyn Kenyon, Town of Faison Mayor  
Barbara Jones, Town of Cove City Commissioner  
Todd Clark, Town of Beaufort Manager

### **ECC Staff in Attendance:**

David Bone, Executive Director  
Leighann Morgan, Deputy Finance Director & Transportation Director  
Kim Baker, Lead Aging Programs Consultant  
January Brown, Aging Deputy Director

### **Guest in Attendance:**

Knox Proctor, Attorney, Ward & Smtih  
Jeff Aydelette, The County Compass

### **1. Welcome, Invocation, and Call to Order**

Jay Bender called the meeting to order at 6:31 p.m. Frank Emory gave the invocation

**2. Adopt Agenda – Jay Bender, President**

*Bennie Heath motioned to adopt the agenda, seconded by Frank Emory, and motion was carried unanimously.*

**3. Consent Agenda – Jay Bender, President**

**a. Minutes – General Membership Board Meeting – February 10, 2022**

*Bill Taylor motioned to approve the consent agenda, seconded by Jesse Dowe, and motion was carried unanimously.*

**4. Budget & Audit Committee Report – Shane Turney, Treasurer**

**a. Check Register**

**b. Financial Statements**

**c. Budget Amendments – if there are any**

**d. Committee Information & Recommendations**

Shane Turney reported the Budget & Audit met at 5:00 to cover the current financials, there was no budget amendment and did not see anything out of the ordinary. The Audit will be done by the next meeting for the August meeting.

**5. Budget Presentation – David Bone, Executive Director**

David Bone presented a \$8,949,500 budget that includes a 4% COLA to staff, a 5% increase in health insurance and a decrease of 5% in dental insurance costs. Mr. Bone stated that membership dues have not increased and are still based on a \$.35 per capita rate. The budget does not include the EDA grant that will be available in October.

**6. Public Hearing for Budget – Jay Bender, President**

*Frank Emory motioned to open public hearing, seconded by Jim Kohr, and the motioned was carried unanimously.*

There was no comment from the public.

*Frank Emory motioned to close the public hearing, seconded by Roland Best, and the motion was carried unanimously.*

**7. Adoption of Budget Ordinance – Jay Bender, President**

*Frank Emory motioned to adopt the budget ordinance, seconded Bennie Heath, and the motioned was carried unanimously.*

**8. Approval of Agreement with the NC Association of Regional Councils of Governments for the Provision of Local Government Assistance Regarding the American Rescue Plan Funds – David Bone, Executive Director**

David Bone stated that the ARPA funds are to be used to help local governments with ARPA management. A proposal of scope of services and budget has been submitted. With this money a Senior Community Planner will be hired.

*Bennie Heath motioned to approve this agreement, with such changes as the Executive Director and the President deem appropriate, and also authorize the Executive Director and the President to enter into such additional and supplemental agreements with NCARCOG or related parties with respect to ARPA funds as they deem appropriate and consistent with this agreement. Seconded by Frank Emory and motion carried unanimously.*

**9. ARPA/Recovery Policy Adoptions – David Bone, Executive Director**

*Ed Riggs motioned to approve these policies, with such changes as the Executive Director and the President deem appropriate, and also authorize the Executive Director and the President to adopt such additional policies and procedures, and to make such certifications and take such other actions, as are customary and appropriate in connection with ARPA funds. Seconded by Frank Emory and motion was carried unanimously.*

**10. Preview of Proposed By-Law Changes; Establishment of August 11<sup>th</sup> Special Called Meeting to Consider Adoption of Changes to By-Laws – Ed Riggs, 1<sup>st</sup> Vice President**

*Ed Riggs stated there needs to be a 30 day comment window and suggest to have a special called General Membership meeting in August.*

*Ed Riggs motioned to call a Special meeting on August 11, 2022, seconded by Arthur Robinson, and motion was carried unanimously.*

**11. Executive Director's Report – David Bone, Executive Director**

David Bone stated a County Manager Advisory Group met in-person and had strong participation. Onslow County manager offered to host next meeting.

**a. Update on Finance Director Search**

David Bone stated the Finance Director ad was readvertised and have received 12 applications. He has talked with Bryant Buck, Executive Director of Mid-East about a partnership and splitting the cost of a Finance Director salary.

*Frank Emory motioned to give Executive Director permission to enter a contract with Mid-East, seconded by Jim Kohr, and motion was carried unanimously.*

**b. Status Update on EDA Grant Proposal**

David Bone stated he feels optimistic about the proposal and thanked Tim Ware for helping submitting the paperwork.

**c. NCARCOG Legislative Day / Forum Update**

David Bone attended on Tuesday and the goal on was to build a relation with Legislation, he meet with 10 of 15 Legislators. Towns with 15,000 or less will get additional time to 160-D updates. Colliers is working with ECC to provide assistance.

**d. Update on Executive Director's 90-Day Work Plan**

David Bone stated he is working on his work plan and is sharing the good things ECC is doing.

**e. Member Engagement and Outreach**

David said he is working to address communities needs. Currently working on 160-D updates, Part-F grant, speaking with manager's and attending different meetings, making presentations and introductions.

**f. Updates about Area Agency on Aging and RPO's**

David stated the RPO' PWP have been approved, SPOT 6.0 was canceled, SPOT 7.0 is in draft form and reprioritizing projects and swapping projects out.

David stated the AAA have 400 bags of information to be handed out at different Elder Abuse events. Family Caregiver program has passed out 400 fidget quilts. The Grocery Reimbursement program is ongoing in Duplin and Greene Counties. A new project is being projects called Project Lifesaver and partners with the Police and Fire department to help people who wander. David stated June 15<sup>th</sup> is National Elder Abuse Awareness Day.

**g. UNC SOG / NCARCOG Affordable Housing Webinar for Local Govt. Leadership – June 15<sup>th</sup>**

David stated this is a 90 minutes webinar that will be followed by 30 minutes in regional sessions hosted by each COG to facilitate the regional sessions.

**12. Member Comments**

Jim Kohr thanked Executive Director for his endeavors and it encourages him of a confident future.

Roland Best thanked Executive Director for his communication.

Jay Bender said he has other managers speak highly of David Bone

David Bone thanked everyone for the thank you but the staff is doing all the work.

**13. Adjournment**

*Bennie Heath motioned to adjourn the meeting, seconded by Jesse Dowe, and motion was carried unanimously.*

Respectfully submitted

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Jay Bender, President

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David Bone, Executive Director