



Minutes

General Membership Meeting

6:30 p.m. - Thursday, June 8, 2023
Third Floor Conference Room
233 Middle Street, New Bern, NC

Zoom: <https://us06web.zoom.us/j/87315545582?pwd=UjdFc0hsbzArTDdMcUIEeTE5cHJYUT09>

[Register Here](#)

Minutes

ECC Executive Committee in Attendance:

Karen Lewis, City of Havelock Commissioner
Jesse Dowe, Duplin County Commissioner
Bennie Heath, Greene County Commissioner
Arthur Robinson, 2nd Vice President
Frank Emory, Jones County Commissioner
Jay Bender, President
Edward Riggs, Jr., 1st Vice President
Danny Wooten, Town of Vandemere appointee
Steve Wiggins, Town of Mount Olive Commissioner
Kyle DeHaven, Greene County Manager (via zoom)
Shane Turney, Treasurer (via zoom)

ECC General Member Board in Attendance:

Barbara Jones, Town of Cove City Commissioner
Patty Leonard, Town of River Bend Commissioner
Billy Ward, Town of Faison Commissioner
Gage King, Town of Wallace Airport Manager
Lorraine Washington, Town of Snow Hill Commissioner (via zoom)
Evelyn Paul, Town of Grantsboro Commissioner (via zoom)

Guest in Attendance:

Knox Proctor, Attorney, Ward & Smith (ex-officio)

ECC Staff in Attendance:

David Bone, Executive Director
Melinda McGuire, Finance Director
Heather O'Connor, AAA Director
Leighann Morgan, Deputy Finance Director
January Brown, Deputy AAA Director
Kim Baker, Lead Aging Programs Consultant

Carlton Gideon, Senior Community Planner
Po Dah, Finance Intern

1. Welcome, Invocation, and Call to Order

Present Bender called the meeting to order at 6:35 p.m. Commissioner Heath gave the invocation. President Bender acknowledges the passing of George Futrelle, Duplin County Airport Director and Assistant County Manager.

2. Adopt Agenda – James Bender, President

Commissioner Heath motioned to adopt the agenda as presented, seconded by Commissioner Emory, and the motion was passed unanimously.

3. Consent Agenda – James Bender, President

- a. **Minutes – General Membership March 9, 2023**
- b. **Contribution Based Benefit Cap Report**
- c. **C.E.D.S. Update**
- d. **Community Planning/Technical Assistance Update**
- e. **Area Agency on Aging Update**
- f. **Transportation Update**

Mrs. Leonard motioned to approve the consent agenda, seconded by Commissioner Dowe, and motion was passed unanimously.

4. Presentation – Tony McEwen, American Flood Coalition

Mr. McEwen presented on the American Flood Coalition and how they seek to advance policy solutions, that support flood-affected communities, and strengthening their presence at the state and local levels in North and South Carolina. A motion was made by Commissioner Bennie Heath and seconded by Commissioner Frank Emory to approve a resolution to join the American Flood Coalition, and motion was passed unanimously.

5. Budget & Audit Committee Report – Shane Turney, Treasurer

- a. **Check Register**
- b. **Financial Statements**
- c. **Committee Information & Recommendations**
- d. **Creation of Aging Technician Classification**

1st Vice President Riggs states the Budget & Audit met at 5:00 p.m. to review the check register and financial that are in the General Membership packet. The audit is on the way, the third week in July the actual audit will be conducted. Staff requested the Budget & Audit consider recommendation of the creation of a classification of an Aging Technician. After looking at the budget and seeing the funds are there for the position, the Budget & Audit committee recommended the approval of the classification of an Aging Technician to the General Membership Board.

Mr. Bone stated the position will provide strong administrative support to the Aging staff and would be in the best interest of the organization and result in cost savings. *Commissioner Emory motioned to approve the recommendation from Budget & Audit Committee in the creation of Aging Technician Classification, seconded by Commissioner Heath, and motion carried unanimously.*

6. Presentation of the 2023-2024 Proposed Budget – Melinda McGuire, Finance Director

Ms. McGuire discussed the make up of the Budget & Audit Committee, the ECC organizational chart, the budget message, usage of membership dues by department, proposed budget ordinance, budget comparison, revenue details.

7. Public Hearing for Budget – Jay Bender, President

Mrs. Leonard motioned to open a public hearing and then receive comments from the public on the proposed budget, seconded by Commissioner Dowe, and motion carried unanimously.

There was no public comment.

Commissioner Heath motioned to close the public hearing, seconded by Commissioner Lewis, and motion carried unanimously.

8. Adoption of Budget Ordinance – Jay Bender, President

Mrs. Leonard motioned to adopt FY 2023-2024 proposed budget, as presented, seconded by Commissioner Emory, and motion carried unanimously.

9. Election of ECC Officers – Jay Bender, President

President Bender stated the Officers Nominating Committee recommends Ed Riggs, Jr., as President, Arthur Robinson, as 1st Vice President, Frank Emory as 2nd Vice President, and Bill Taylor as Treasurer. The Committee also appointed Shane Turney, Jesse Dowe, and Steve Wiggins to the Budget & Audit Committee.

Commissioner Heath motioned to elect the recommended slate of officers presented by the Officers Nominating Committee, seconded by Commissioner Wiggins, and motion was carried unanimously.

10. Installation of Officers – Jay Bender, President

The following officers were sworn in by Mayor, Jay Bender; Ed Riggs, Jr., as President, Arthur Robinson, as 1st Vice President, and Frank Emory as 2nd Vice President. Bill Taylor was absent.

Mayor Bender thanked everyone and appreciated the opportunity to serve as President.

11. Strategic Goals for 2023-2024 – David Bone, Executive Director

Mr. Bone asked the board to adopt the strategic goals for 2023-2024

Mrs. Leonard motioned to adopt strategic goals for FY 2023-2024, as presented, seconded by Commissioner Emory, and motion was carried unanimously.



12. Executive Director's Report – David Bone, Executive Director

Mr. Bone stated Onslow, Peletier, and Magnolia are looking to become members in the new year. Mr. Bone introduced Poe Dah as a Golden Leaf summer intern working with ECC. Mr. Bone reported the RPO staff is working on a transportation summit and is looking forward to having the event in October. He reported the AAA staff has been working hard in the month of May for the Older American Month. He also reported AA staff assembled and distributed assisted technology kits to the senior centers. Mr. Bone also stated ECC is working to develop training opportunities for members.

13. Member Comments

Commissioner Riggs thanked everyone for the election and confidence to be ECC President. He feels we are on the right path and thanked the staff. He thanked Melinda McGuire for a good job as Finance Director. He thanked Jay Bender for all his hours and hard work as President and his leadership. Commissioner Riggs presented Mayor Bender a gavel and decorative box as a thank-you for his service.

Mayor Bender thanked everyone.

Commissioner Robinson thanked Mayor Bender for all his hard work.

Mr. Bone thanked Mayor Bender for his efforts and leadership.

Commissioner Emory thanked everyone for the confidence in his election of 2nd Vice President.

14. Adjournment

Mrs. Leonard motioned to adjourn the meeting, and the motion was seconded by Commissioner Bennie Heath. The motion passed unanimously.

Sincerely Submitted,

Jay Bender, President

David Bone, Executive Director