

**Board of Directors
Hybrid (In-Person and Zoom)
Monday, December 5, 2022
6:00 PM**

MINUTES

In Person

Kershaw County: Alfred Mae Drakeford, John Thomas, Sammie Tucker, Julian Burns, Brad Hanley, John Lee

Clarendon County: Julia Nelson, Shirley Keels, Kevin Johnson
Lee: Grady Brown

Sumter County: Jim McCain, Eugene Baten, Roland Robinson, Bernadetta Robinson

Zoom

Clarendon County: Dwight Stewart

Kershaw County: Penry Gustafson, Jeffery Graham, Kenneth McCaskill

Sumter County: James Blassingame, Vivian McGhaney,

Members Absent/Excused

Lee County: Travis Windham (E), Will Wheeler

Sumter County: Steve Corley, David Merchant, David Weeks, Chuck Wilson, Earl Wilson, Gifford Shaw

1. **Welcome and Call to order:** Chairman Julia Nelson called the meeting to order at 6:02PM.
2. **Invocation:** Mr. John Lee provided the invocation.
3. **Pledge of Allegiance:** All lead the pledge of allegiance and all attendees participated in the Pledge of Allegiance.
4. **Quorum Determination:** The Board Clerk, Ms. Linda Jackson, informed Chairman Nelson we had reached a quorum with 20 of 28 board members present.
5. **Agenda Adoption:** Chairman Nelson called for a motion to adopt the agenda. She made an amendment to the agenda that President Graham will call the RDC meeting to order. Mr. Sammie Tucker made the motion, and it was seconded by Mr. Jim McCain. All were in favor and the motion passed unanimously with the amendment.

6. **Approval of Previous Minutes:** Chairman Nelson called for a motion to approve the minutes from October 3, 2022. Mrs. Alfred Mae Drakeford made the motion, and it was seconded by Mr. McCain. Mr. John Lee informed that on the previous minutes that he was accounted as present and absent. He was present via Zoom. All were in favor and the motion passed unanimously.
7. **Public Presentation:** Chairman Nelson informed that Board that the week on Thanksgiving, staff and a few of Board members went to the South Carolina Council of Governments Conference in Myrtle Beach. Mr. John Lee and Ms. Shirley Keels was recognized for their 25-year serving on the Santee-Lynches COG Board. She also acknowledges Santee-Lynches new COG Board member Ms. Bernadetta Robinson who is representing City of Sumter at-large.
8. **Staff Reports:** Mrs. Rachel Katorkas, Finance Chief, reported to the Board that the financial report runs through the end of October. At that point, the COG was 33% of the way thru the fiscal year. Overall, the COG has brought in 13% of budgeted revenue and expended 25% of budgeted expenses. Mrs. Katorkas informed the Board, that the differential is normal for that time of year. She informed the Board that the COG has been slow receiving reimbursement from South Carolina Department on Aging, which cause a slow in revenue. Mrs. Katorkas informed the Board that we have brought in 70% of budgeted revenue from the State General Assembly. Budget was just under \$40,000 but after it was approved, notice was sent that \$111,000 in recurring funds plus another \$100,000 in non-recurrent funds which is an increase of over 500%. Mrs. Katorkas wanted to inform the Board that the auditors started working on the audit and their reports are expected to be finalized by the end of January, so that they can be presented to the Board in February.

Other reports are for information only.

9. **Committee Reports:**

a. **Executive Committee**

- i. **2023 Board Meeting Schedule:** On behalf on the Executive Committee, Chairman Nelson brought before the Board in the form of a motion and a second to approve the 2023 Board Meeting Schedule. All were in favor and the motion passed unanimously.

10. **Regional Development Corporation (RDC)**

- a. **Approve Previous Meeting Minutes:** President Graham called for a motion to approve the previous meeting minutes from April 4, 2022. Mrs. Drakeford made the motion, and it was seconded by Mr. Tucker. All were in favor and the motion passed unanimously.
- b. **RDC Financial Report:** Mrs. Rachel Katorkas, Finance Department Chief, briefed the Board that the finance report runs through the end of September. She explained that the budgeted revenue is 103% due to interest rates increasing and 12% of budgeted expenses overall. Mrs. Katorkas informed the board that the RDC will be spending about twice the budgeted amount for Legal and Audit services this year, due

to the legal fees involved in getting the quiet titles. The Amerson Tract property has recently been sold and will be reflected on October's financial statement. She informed the Board the \$340,000 on the balance sheet is for the Property Held in Trust under assets and the same amount listed under due to Sumter County Projects under liabilities are related to the Amerson tract. Mr. Graham informed the Board that the RDC was just the entity that was holding the property for economic development purposes. The is just showing that the actual transaction has transpired, and the revenue is coming in.

- c. **MTJ Holdings Settlement:** President Graham called for a motion to approve the settlement from MTJ Holdings. Mrs. Drakeford made the motion, and it was seconded by Mr. Kevin Johnson. President Graham briefed the board that this is an update from a previous loan given to MTJ Holdings to retain the property to open a restaurant that was open for many years. This loan was never paid back. He explained since MTJ Holdings was going to sell the property, a lean on the property was still there and the RDC as well as the COG believe that the loan was still due back to them. Although the program was through Commerce, so the funds are not Santee-Lynches however Santee-Lynches allowed the property to be sold. President Graham informed the Board that the RDC and staff went into mediation and received the original amount of the loan which was \$246,000 and MTJ Holdings received \$246,523.07. Mrs. Drakeford asked what the COG is getting out of this. Mr. Cyphers responded that the COG will receive zero (0) of these funds and will return back to Catawba COG to be reallocated back into the Santee-Lynches region in some way. President Graham explained that the funds did not come out of Santee-Lynches bank account, these were grant funds that the RDC got through a partnership at the time. With the funds received, the RDC will take all their expenses out and return the remaining as it is laid out in the original agreement for the loan. All were in favor and the motion passed unanimously.
- d. **Other Business:** N/A
- e. **Adjourn:** President Graham called for a motion to adjourn the Regional Development Corporation meeting. Mr. Tucker made the motion, and it was seconded by Mr. John Lee. All were in favor and the motion passed unanimously.

11. Old Business:

- a. N/A

12. New Business:

- a. **Employee Handbook:** Mr. Cyphers, Executive Director, informed the Board that the employee policy has been reviewed by staff and the attorney. He presented changes to the Board so that they can have additional time to digest the information and offer input and guidance and staff work through the employee policy manual.

- 13. **Executive Director's Report:** Mr. Cyphers explained to the Board that instead of the Executive Director getting up and make their reports, he wanted to have the reports in writing. This will also give the COG a chance to share this information with the local administrators,

city managers, and any other partners within the region to let them know what is going on. Mr. Cyphers informed the Board that some administrators, managers, and some NGOs really did not understand what the COG did, what projects and programs that are currently running. He wanted to make sure that the COG is extending the reach out to the region. Mr. Cyphers asked the Board to share things that staff is unaware of to the admin team. He asked the Board to complete their bio sheets so that he can know the Board a little better since he is new in the Executive Director role. Also, the building committee meeting will be scheduled for the first of the year and staff will have plans to present to the Board members on possible solutions to the new building.

- 14. Chairman Remarks:** Chairman Nelson gave the floor to Mr. Julian Burns as it was his last meeting with the COG. Mr. Burns thanked the Board for their help personally and for the county. He stated that is has been great working with everyone and thanked them for the opportunity to be a partner in the great enterprise. Chairman Nelson appreciated Mr. Burns for sharing his thoughts. She expressed that the COG Board is concerned about all how all people are treated it's apart of our daily walk.
- 15. Adjourn:** Chairman Nelson entertained a motion to adjourn. Mr. Burns made the motion, and it was seconded by Mr. McCain. All were in favor and the motion passed unanimously.

Submitted by:

Linda Jackson
Board Clerk

Approve by:

Dennis Cyphers
Executive Director

I certify that the public and media notifications of the above-mentioned meeting were given prior to the meeting as follows:

Public Notified:	Yes
Manner Notified:	Agenda was posted on Bulletin Board at 2525 Corporate Way, December 2, 2022

Media Notified:	Yes
Manner Notified:	Agenda emailed to local newspapers: The Item

Date Notified:	December 1, 2022
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