



**Board of Directors' Meeting Via Zoom**  
**Monday, May 4, 2020 – 6:00pm**

**MINUTES**

**Members Present**

**Clarendon County:** Benton Blakely, Kevin Johnson, Shirley Keels, Julia Nelson, Dwight Stewart

**Kershaw County:** Julian Burns, Alfred Mae Drakeford, Laurie Funderburk, Jeffrey Graham, Brad Hanley, John Wesley Lee, Kenneth McCaskill, Sammie Tucker, Jr.,

**Lee County:** Jackie Josey, Rep. Will Wheeler, Travis Windham

**Sumter County:** Steve Corley, Jim McCain, Roland Robinson, David Weeks, Chuck Wilson, Earl Wilson

**Members Absent**

**Lee County:** Grady Brown (excused)

**Sumter County:** Eugene Baten (excused), Ione Dwyer (excused), Jay Davis (excused), David Merchant (excused)

1. **Welcome and Call to Order:** Chairman Vivian McGhaney called the meeting to order at 6:08 pm.
2. **Invocation/Pledge of Allegiance:** Mr. John Lee provided the invocation and all attendees participated in the pledge.
3. **Quorum Determination:** Chairman McGhaney determined there was a quorum.
4. **Adoption of Agenda:** Mr. Jim McCain made a motion to adopt the agenda. Mrs. Alfred Mae Drakeford seconded the motion. The motion passed unanimously.
5. **Approval of Previous Meeting Minutes:** Mr. Jim McCain made a motion to approve the February 3, 2020 meeting minutes. Mr. Dwight Stewart seconded the motion. The motion passed unanimously.
6. **Committee Reports:**
  - a. **Executive Committee Report – Review of By-laws language updates on Article VII**

Chairman McGhaney asked Ms. Julia Nelson to review the revisions to the by-laws. Ms. Nelson stated the wording “in person” was added in order to receive the \$25.00 per diem. She also stated Article V, Page 7 was changed to state those attending meetings using an alternative platform will not receive the \$25.00 per diem. Chairman McGhaney stated the Executive Committee is bringing forth a motion for approval of the revisions to the Santee-Lynches Regional Council of Governments By-laws for ratification. Chairman McGhaney asked for any comments or questions and received none. The motion passed unanimously.

Article VII, Page 10, “Committee shall have the authority to remove and replace an Executive Committee member for missing three (3) consecutive meetings, whether excused or unexcused. This will not include Special Meetings. The determination will be made by a simple majority vote.”

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Chairman McGhaney stated the Executive Committee is bringing forth a motion for approval of the revisions to the Santee-Lynches Regional Council of Governments By-laws for ratification. Chairman McGhaney asked for any comments or questions and received none. The motion passed unanimously.

Item 14 "Committee shall have the authority to determine if an emergency exists and determine if the use of an alternate meeting platform is necessary to conduct the business of the Council, to include board meetings. Alternate meeting platforms shall include but are not limited to: Zoom, Google Hangout, Skype, teleconferencing, etc." Chairman McGhaney stated the Executive Committee is bringing forth a motion for approval of the revisions to the Santee-Lynches Regional Council of Governments By-laws for ratification. Chairman McGhaney asked for any comments or questions and received none. The motion passed unanimously.

Article IX, Page 13 Voting Proxy Prohibited "Voting by an alternate meeting platform shall be authorized when the Executive Committee determines a valid reason exists." Chairman McGhaney stated the Executive Committee is bringing forth a motion for approval of the revisions to the Santee-Lynches Regional Council of Governments By-laws for ratification. Chairman McGhaney asked for any comments or questions and received none. The motion passed unanimously.

Page 15 revision Revisions were updated to reflect a summary of changes. Chairman McGhaney stated the Executive Committee is bringing forth a motion for approval of the revisions to the Santee-Lynches Regional Council of Governments By-laws for ratification. Chairman McGhaney asked for any comments or questions and received none. The motion passed unanimously.

### **b. Audit-Finance Committee Report**

#### **i. Motion to approve the 2019-2020 Budget Amendment**

Mrs. Alfred Mae Drakeford provided the Audit-Finance Committee Report. Ms. Drakeford stated the Audit-Finance Committee met May 1, 2020 to approve the amended budget for FY19-20 and a proposed budget for FY20-21. Ms. Drakeford further stated the committee thoroughly viewed both budgets and the justifications have been emailed to the board. Ms. Drakeford asked Mr. Christopher McKinney to review the major highlights of both budgets. Mr. McKinney reviewed the proposed Budget Amendment for FY19-20. He highlighted several items and answer questions from the board. Ms. Alfred Mae Drakeford stated the Executive Committee recommends the approval of the proposed budget for FY19-20. Chairman McGhaney asked for any additional comments or questions and received none. The motion passed unanimously.

#### **ii. 2020 – 2021 Budget Review**

Ms. Alfred Mae Drakeford indicated the proposed budget for FY20-21 is for information only and will be voted on at the June 2020 board meeting. He highlighted several items and answer questions from the board.

#### **iii. COG Audit Report**

Mr. Alan Grimsley, Mauldin & Jenkins provided the COG Audit Report. He stated he met with the Audit-Finance Committee and gave detailed audit reports. The auditor's opinion is the financial position of the council as of June 30, 2019 is an unmodified opinion, highest rating. The financial statements are considered to

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present fairly the financial position and results of operations as of June 30, 2019. As part of the audit, Federal Funds were reviewed as required by the Federal Government. A single audit was performed with no material weakness in internal controls or any compliance findings. He provided a comparison of the various major funds and general funds. Mr. Grimsley thanked the council for allowing them to do the audit.

### **c. Planning and Projects Committee Report**

Mr. Dennis Cyphers provided the Planning and Projects Committee report at the request of Mr. Dwight Stewart. He stated the new Transportation Improvement Program (TIP) would cover 2021-2027. The TIP is a list of major transportation projects to be funded over the next seven (7) years via Guideshare Funds provided by SCDOT. The TIP is the short-range component of the COGs Long Range Transportation Plan. This plan brings identified projects and identified priority improvement areas. The current TIP document includes all local projects that will be funded by the South Carolina Department of Transportation as well as through Guideshare Funds allocated to the COG. Additionally, \$400,000 will be added in both fiscal year 2023 and 2024 for Feasibility Studies. Mr. Dwight Stewart stated the Transportation Committee met and is bringing forth a motion from the committee to approve the FY2021-2027 Transportation Improvement Plan. Chairman McGhaney asked for any additional comments or questions. Mr. McKinney asked Mr. Cyphers to provide the board with the projects. Mr. Cyphers asked Mr. Jake Whitmire to provide the requested information. Mr. Whitmire stated every year the COG receives about \$3.2 million dollars in Guideshare Funding. Projects are ranked through the Long Range Transportation process with the top ten (10) projects and then select projects to be listed in the TIP which is then supplied to SCDOT. After FY2023, with the current approved projects Black River Road and Bishopville Truck Route that balance will be zero. New projects will not be planned until FY2024. Mr. Whitmire provided the board an overview of the 2021-2017 TIP updates. There were no further comments or questions and the motion passed unanimously.

### **d. Workforce Committee Report**

Ink2Work Presentation – Mr. Earl Wilson reminded the Board that the Workforce Committee was presented with the Ink2Work partnership with the Sumter Sheriff's Office in February and that the goal is to provide successful training to inmates, reduce recidivism and create manufacturing employment opportunities by teaching inmates to remanufacture ink cartridges.

Mr. Terry Herbert, CEO of Ink4Work gave an overview of the company and also gave an overview of the Ink2Work model. He further stated it creates viable and sustainable jobs for inmates while in custody, leading to vocational skills qualification.

## **7. Staff Reports**

**a. COG Financial Report:** Mrs. Rachel Katorkas, gave a report on the March financial report. The COG is 75% through the fiscal year and has received 49% of budget revenues and has expended 61% of budgeted expenses. The COG operates on a reimbursable basis with an average differential between receipts and expenses of 8% to 12% and are on target for the year.

**8. Regional Development Corporation (RDC) Annual Membership Meeting:** Upon determination that a quorum did not exist Mr. Jim McCain made a motion to defer actions related to the RDC

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meeting until a later date. Mr. Dwight Stewart seconded the motion. The motion passed unanimously.

- 9. Executive Session:** A motion was made by Mr. Jim McCain to enter into executive session to discuss a matter related to the employment of an employee, if necessary, in accordance with Section 40-4-70 of the South Carolina Code to a) review/discuss the Executive Director's Evaluation and b) review/discuss the Executive Director's Contract and seconded by Mr. Roland Robinson. The motion unanimously passed. Mr. Jim McCain made a motion to come out of executive session and Ms. Julia Nelson seconded the motion. The motion passed unanimously.
- 10. Approve Executive Director's Contract:** Mr. Jim McCain made a motion to approve a two-year contract for Executive Director, Christopher McKinney with a pay increase of \$7,500.00. Ms. Jacqueline Josey seconded the motion, and the motion passed unanimously.
- 11. New Business: None**
- 12. Old Business: None**
- 13. Executive Director's Remarks:** Mr. McKinney thanked the board for their vote of confidence, the two-year contract and for the pay increase.
- 14. Chairman's Remarks:** Chairman McGhaney thanked everyone for their participation in the meeting.
- 15. Adjourn.** Ms. Alfred Mae Drakeford made a motion to adjourn the meeting a 8:03 p.m. and Ms. Julia Nelson seconded the motion. The motion passed unanimously.