



**Board of Directors Meeting Minutes
Monday, February 3, 2025, 6:00 pm
Central Carolina Technical College
506 N. Guignard Drive, Building 400, Rm M401
Sumter, SC 29150**

Members Present:

Clarendon County: Shirley Keels, Julia Nelson

Kershaw County: Alfred Mae Drakeford, John Thomas, Senator Jeffrey Graham, Brad Hanley, John W. Lee, Kenneth McCaskill, Sammie Tucker, William Wilkes

Lee County: Travis Windham, Wayne Hancock

Sumter County: Jim McCain, Mr. Chuck Wilson, Vivian McGhaney, Mr. Earl Wilson, Ms. Bernadette Robinson, Gifford Shaw, David Weeks, James Blassingame

Members Absent:

Clarendon: Fawn Pedalino (excused), Jay Johnson (excused)

Kershaw: Kenneth McCaskill (excused)

Lee County:

Sumter County: Thomas McElveen (excused), Herbert McClary (excused), David Merchant (excused), Anthoy Gibson (excused).

1. **Welcome and Call to Order:** Chairman Sammie Tucker Jr. called the meeting to order at 6:05pm.
2. **Invocation:** Mr. James Blassingame provided the invocation.
3. **Pledge of Allegiance:** All members participated in the pledge of allegiance.
4. **Quorum Determination:** Board Clerk Linda Jackson determined there was a quorum.
5. **Adoption of Agenda:** Chairman Sammie Tucker Jr. called for a motion to adopt the agenda. Mr. Wayne Hancock made the motion, and the motion was seconded by Ms. Alfred Drakeford. All were in favor and the motion passed unanimously.
6. **Approval of Previous Meeting Minutes:** Chairman Sammie Tucker Jr. called for a motion to approve the December 12, 2024, meeting minutes. Ms. Alfred Mae Drakeford made the motion, and the motion was second by Mr. Jim McCain. All were in favor and the motion passed unanimously.
7. **Introduction of New Board Members:** Director Dennis Cyphers welcomed new board members to our team. Mr. William Wilkes will be joining us as the next COG board member representing the city of Camden. Additionally, we are privileged to have partners from the CKH group present tonight to deliver the audit presentation. Let us also extend a warm welcome to Mr. Lefford Fate, our Plan Facilitator.

Special Presentations:

- a. **Audit Report:** Eon Von Wyck from CKH Group presented the audit. No significant findings were noted, except for a minor issue with missing payroll forms 1-9. The audit focused on the Aging cluster serving 1887 individuals through various service centers. The inspection of invoices and confirmation of eligibility were key audit procedures carried out. In terms of the financial overview, the council's financial statements show a decrease in revenue for 2024 due to specific expenses, such as the purchase of property on Main Street.
- b. **Strategic Plan:** Lefford Fate discussed our strategic plan to take the Santee Lynches Regional Council of Government to the next level. He also talked about the surveys that are currently being conducted to gather feedback on the plan. Furthermore, Lefford highlighted some of the successes that Santee Lynches has already achieved, reminding us of the importance of recognizing our accomplishments. **Chairman Sammie Tucker Jr. called for a motion to amend the agenda to vote on new officers. Mr. Chuck Wilson made the motion, and the motion was seconded by Ms. Jim McCain. All were in favor and the motion passed unanimously.**

8. Staff Reports

- a. **Finance:** Finance Director Rachel Katorkas provides a brief overview of the financial report. As highlighted in enclosure #5, our organization has received 50% of annual membership dues and 74% of state appropriations, showing gratitude towards member governments and the state legislature for their continuous support. We have brought in \$3.56 million dollars, representing 47% of budgeted revenue, which is a higher figure compared to the previous year. Expenditures totaled \$3.54 million, around 49% of budgeted expenses. The surplus in revenue over expenses in the Health & Human Services program area is notable, with expectations for revenue and expenses to balance by year-end. Advances in the Aging programs have contributed to the unusual revenue surplus, while expenses in the Workforce Department are anticipated to align with revenue by the fiscal year-end. **Enclosures have been provided to COG Board Members for all additional departments, including Aging/HHS, Government Services, and Workforce Development. These materials are intended for your review ahead of the meeting.**

9. Committee Reports

- a. Projects and Planning:
 - i. January 29, 2025 meeting update: the recent updates discussed in the January 29 meeting with Jeffrey Graham. The latest update on the DOT Black River Rd., Camden project involves considering a close ditch draining option, following a study area visit prompted by community concerns and impacts. This may lead to potential changes in the project plan. Additionally, information was shared regarding a Grant opportunity for improving the transportation system through the federal Safe Streets for All program. Our COG staff is actively pursuing this opportunity and plans to submit a project proposal in March. If successful, this grant will be a significant addition to the project budget, comprising both federal and local funds.
- b. Audit & finance
 - i. Member Dues Request (**Motion**) Alfred Mae Drakeford presented the overview of the financial statements for the year ending June 30, 2024. The committee discussed an accounting policy change to increase the capitalization threshold from \$500 to \$1,500. Additionally, they reviewed the FY 2025-2026 membership support request, which includes a current funding level of \$1.33 per capita totaling \$290,347. The committee's recommendation is to maintain the same level of funding for the upcoming fiscal year. As Chairman of the committee, I recommend, in the form of a motion, approval of the Membership Support Request for FY 2025-2026 as submitted. **Chairman Sammie Tucker Jr. called for a motion was seconded by Ms. Julia Nelson. All were in favor and the motion passed unanimously.**
 - ii. Signatory Updates (**Motion**) The Committee discussed the need for changes to the list of authorized check signers for the Council's accounts. The Executive Director will remain the primary signer, but additional signatories are necessary for contingencies. The current approved signatories are the Executive Director, Board Chairman, Secretary/Treasurer, Audit-Finance Committee Chairman, and Mr. Dwight Stewart. Based on our deliberations, the Committee recommends updating the list to include: the Executive Director, Board Chairman, 1st Vice Chair, 2nd Vice Chair, Secretary/Treasurer, and Audit-Finance Committee Chairman. Please consider this motion for discussion and vote. **Chairman Sammie Tucker Jr. called for a motion was seconded by Ms. Chuck Wilson. All were in favor and the motion passed unanimously.**

c. Executive:

- i. Committee Slate Update (INFO) Chairman Tucker explained that the committee have been successfully delegated, except for a vacancy in Lee County. We are currently awaiting the fulfillment of legislative delegations for this position. I would like to note that there have been some changes in terms of leadership roles within the committee. Mr. Dwight Stewart's position as chairman for projects and planning has been replaced by Senator Jeffrey Graham. Additionally, former Senator McElveen has been added to the aging service program and former Senator McElveen has also been added to finance. Please let me know if you have any questions or concerns regarding these changes.

10. **Old Business:**

- a. **None**

11. **New Business:**

- a. **None**

12. **Executive Session:** N/A

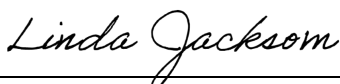
13. **Other Business:** N/A

14. **Executive Director's Report:** Executive Director Cyphers extended a Thank you to the COG Board for allowing him the opportunity to serve for another year as Executive Director. Mr. Cyphers thanked the entire staff for all the hard work that they do. He emphasized how much he appreciated all staff.

15. **Chairman's Remarks:** Chairman Tucker stated that he was appreciative for attendance at the recent COG Board meeting. Participation and input are greatly appreciated as we work together to address important community issues. He also extended a warm welcome to our new members. Your expertise and perspective will undoubtedly add value to our discussions. As a next step, he kindly asks that you schedule a meeting with our administrative director, Linda Jackson. She will guide you through the onboarding process and provide you with important information to help you get acquainted with our organization. Again, thank you for being a part of the COG Board.

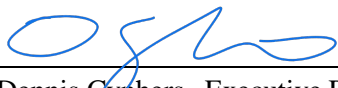
16. **Adjourn:** Chairman Tucker called for a motion to adjourn the meeting at 7:12pm. Mr. Jim McCain made the motion, and the motion was seconded by Ms. Juila Nelson. All were in favor and the motion passed unanimously.

Submitted by:



Linda Jackson, Board Clerk

Approved by:



Dennis Cyphers, Executive Director