

LAURENS COUNTY DISABILITIES & SPECIAL NEEDS BOARD
BOARD OF DIRECTORS MEETING
October 14, 2024

The meeting of the Board of Directors of the Laurens County Disabilities and Special Needs Board was held in the Training Room at the Evergreen Campus on Monday, October 14, 2024, at 5:30pm.

MEMBERS PRESENT

Peter Littlefield, Bud Marchant, Brenda Ligon, and Nicole Firmin.

MEMBERS ABSENT

Courtney Snow and Joyce Rambo

STAFF PRESENT

Jason Tavenner, Tara Glenn, Lee Anders, Beth Wilson, Kayla Taylor, Courtney Gunter, Keely Simmons, and Katina Cunningham.

CALL TO ORDER

The meeting was called to order by the Board Vice Chairman at 5:31pm.

WELCOME AND INTRODUCTIONS

Everyone was welcomed to the October Board of Directors meeting of the Laurens County Disabilities and Special Needs Board. Dr. Brenda Schrantz joined the meeting, again, as a nomination for Board of Directors membership.

The Finance Director introduced the LCDSNB Finance Staff present – Julie Steel, Carol McDowell, and Teresa Dunaway – and Gary Bailey, CPA of Love, Bailey, and Associates.

APPROVAL OF AGENDA

Bud Marchant motioned to approve the agenda as presented. Nicole Firmin seconded the motion. The motion passed by a vote of 4-0.

NOTICE OF MEETING STATEMENT

The notice of the meeting of the Board of Directors was posted internally and on the agency website. The notice of the meeting was also sent to the Laurens Advertiser, Clinton Chronicle and WLBG for announcement. A copy of this notice was included in the BOD Member packet.

UPOMING EVENTS

The Associate Director and Executive Director reviewed important upcoming dates/events and welcomed the Board Members to recognize/attend.

October 14-18 Case Management Appreciation Week
October 23rd NDEAM Luncheon rescheduled 11:30am @ The Ridge of Laurens
October 29th Trunk-or-Treat 5:30-7:30pm @ Cypress
October 30th Marketing Selection Committee Meeting 9am @ Evergreen Skills

October 31st Costume Fashion Show 10am Loc. TBA; Halloween Party 1pm @ Evergreen Skills
November 4th BOD Strategic Planning Session 11am-3pm Loc. TBA
November 11th Board of Directors' Meeting 5:30pm @ Evergreen Skills

PUBLIC COMMENT

None

APPROVAL OF SEPTEMBER 2024 BOARD MINUTES

Nicole Firmin motioned to approve the September 9, 2024, meeting minutes. Peter Littlefield seconded the motion. The motion passed by a vote of 4-0.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director reviewed the monthly report with the Board of Directors.

The Executive Director included a summary for a recent e-mail vote. The BOD Members were e-mailed to request approval for one-time staff incentive of \$100 for staff that performed their roles during the immediate disaster of Hurricane Helene. The e-mail vote was collected October 9, 2024 and approved with a 5-0 vote. No further discussion was requested at the meeting.

BOARD MEMBER COMMENTS

The Board of Directors' Chairman requested volunteers for the formation of the Executive Director Evaluation Committee. Peter Littlefield, Bud Marchant, and Brenda Schrantz agreed to serve on the committee. Peter Littlefield motioned to approve the proposed committee members. Bud Marchant seconded the motion. The motion passed with a 4-0 vote.

The BOD Chairman announced that Board Member Nicole Firmin submitted her resignation from the LCDSNB Board of Directors'. The Board Member has agreed to serve through December 2024.

THANK YOU NOTE RECOGNITION

Seven (7) Thank You Note Card names were drawn for the recognition program for the month of September.

ITEMS FOR BOARD DECISION

Decision Memorandum 05-25: MD&A

The Executive Director reviewed the Management Discussion and Analysis (MD&A) as a component of the annual audit with the Board of Directors. Bud Marchant motioned to approve the Decision Memorandum. Peter Littlefield seconded the motion. The motion passed by a vote of 4-0.

Decision Memorandum 06-25: 2023-2024 Audited Financial Statements

Gary Bailey with Love, Bailey, and Associates reviewed the 2023-2024 Audited Financial Statements with the Board of Directors. Bud Marchant motioned to approve the Decision Memorandum. Brenda Ligon seconded the motion. The motion was passed by a vote of 4-0.

ADJOURNMENT

As there was no further business, Peter Littlefield motioned to adjourn the October 14, 2024 Board Meeting of the Laurens County Disabilities and Special Needs Board. Bud Marchant seconded the motion. The motion passed by a vote of 4-0. The meeting was adjourned at 6:29pm.

Brenda J. Ligon
George J. Rambo
Niesse Firmin

Peter Littlefield
Bud Marchant
Country J