

Executive Committee (Acting as Board)

Thursday, April 18, 2019

8:30 am – 10:00 am

Charles Morris Conference Room

Be the Driving Force to meet our roles and responsibilities as a non-profit Board by:

➤ *Providing Oversight* ➤ *Ensuring Adequate Resources* ➤ *Establishing a Strategic Direction*

I. Determination of Quorum & Call to Order – Jim Grafstrom, Chair

- A. Fundraising and Friend Raising
 - 1. Board Donations 59%
 - a. PFC 10-10 Club
 - 2. Volunteer Forms

II. Consent Agenda – Providing Oversight* (See Section VI.A.)

III. President’s Report[^] – M. Sonnenberg

- A. North Carolina Partnership for Children (NCPC) / Legislative Update
- B. Grant Opportunities
- C. 2019 National Smart Start Conference
- D. NCImpact

IV. Establishing a Strategic Direction for the Future

- A. Board Priorities Update[^]
 - 1. NC Pre-K
 - 2. Community Engagement
 - a. Soirée Update
 - b. KidStuff
 - 3. Infrastructure
- B. Board Development – C. Sampson/M. Sonnenberg
 - 1. FY 19/20[^]
 - a. Open Board Positions (see matrix)

V. New Business

- A. FY 19/20 Budget Planning[^] – M. Sonnenberg
 - 1. Smart Start Reversions
 - 2. Potential new Smart Start funding
- B. Financials
 - 1. Financial Reports: March 2019[^]– S. Gronowski/M. Lilly
 - a. Smart Start
 - b. NC Pre-Kindergarten
 - c. DCDEE – Region 5
 - d. All Funding Sources
 - e. Cash and In-Kind

PFC is a 501(c)(3) non-profit organization supported by public and private funds through Smart Start, NC Pre-K, tax-deductible donations, and grants.

VI. CONSENT ITEMS/ITEMS FOR INFORMATION

A. Consent Agenda Items

1. Minutes*

a. February 21, 2019

2. Program (Action Items)*

a. P&E Committee – (Meeting April 9, 2019) – A. Cannon, Chair

i. Formal site visit forms, contingent on follow-up by P&E team

ii. Approval of updated FY 2018-2021 Smart Start Allocation Plan, contingent on increased funding from NCPC

b. Facility & Tenant Committee – (Meeting April 15, 2019) – H. Debnam, Chair

i. Lease Approvals

(1) Carolina Center for Autism Services, LLC

3. Committee Information (Non Action)⁴

a. P&E Committee – (Meeting April 9, 2019)

i. Midyear Output and Outcome Submission

ii. Annual Submission of Activities (ASA) Update

b. CCR&R Committee – (Meeting April 11, 2019) – W. Wesley, Chair

i. Information Sheet Attached

c. Facility & Tenant Committee – (Meeting April 15, 2019)

i. Window Repair Project

ii. Hurricane Florence Relief Fund Grant

B. Upcoming Committee Meetings

MEETING	MEETING DATE	MEETING TIME
Human Resource	May 8, 2019	8:00 am – 9:15 am
Board Development	May 8, 2019	TBD
Facility & Tenant	May 20, 2019	11:30 am – 1:00 pm
Finance	May 21, 2019	3:00 pm – 5:00 pm
Board of Directors (& NC Pre-K Planning)	May 23, 2019	12:00 pm – 2:00 pm
Planning & Evaluation	June 11, 2019	2:00 pm – 4:00 pm
Public Engagement & Development (PED)	June 12, 2019	9:00 am – 11:00 am
CCR&R	June 19, 2019	9:00 am – 11:00 am
Executive	June 20, 2019	9:00 am – 11:00 am

C. Upcoming Events/Volunteer Opportunities

EVENT	DATE	LOCATION	CONTACT
Truckload of Hope (Diaper Bank)	May 4, 2019	PFC	Michelle Hearon @ 826-3073
2019 National Smart Start Conference	April 29-May 2, 2019	Greensboro, NC	Belinda Gainey @ 826-3110
Forward March Conference	May 30-31, 2019	Iron Mike Center	Sharon Moyer @ 826-3072
Story & Art Time	2 nd & 4 th Friday of each Month – 10:30- noon	PFC	Bobbie Capps @ 826-3044
Grandparent Support Group	3 rd Tuesday of each Month 10:00-noon	PFC	Michelle Hearon @ 826-3073

D. Vacation/Holiday Schedule

Mary Vacation	April 19 – April 29, 2019
Marie Vacation	April 30 – May 3, 2019
Good Friday – Office Closed	April 19, 2019
Memorial Day – Office Closed	May 27, 2019

VII. Adjournment – Jim Grafstrom, Chair

* Needs Action [^]Information Only / Possible Conflict of Interest (Recusals)

[°] Electronic Copy (Hard copies are available upon request)

Board Priorities Activity – Updates 03/21/19

Group 1 – NC Pre-K

NC Pre-K Budget \$9M; \$8M directly to fund slots for children

Key Issues

1. Recruitment
2. Processing of applications for eligibility, prioritization and placement = Timely placement and payment

Discussion Points

<p>Recruitment</p>	<p>Question: What are additional strategies that can be implemented so that we can recruit children in large numbers earlier in the recruitment cycle for the coming school year?</p> <ol style="list-style-type: none"> 1. Major missing element: A Centralized drive. <ul style="list-style-type: none"> - Crown can host a day of recruitment to include all our partners ---NC Pre-K Day - Possibly also registering 3 year olds. - Duplicate the event Quarterly, plus monthly events at the community level - Goal will be to implement a ONE DAY RECRUITMENT in late February 2019-Early March 2019 2. Challenges: <ul style="list-style-type: none"> - Timing of the Drive – Needs to be coordinated, delivered, and executed in 3months. - Transitions of Families --- can handle monthly, during recruitment periods at PFC
<p>Processing of applications</p>	<p>Question: What timelines are needed in order to receive applications from all sources to do eligibility and prioritization of children before the end of the current school year?</p> <ol style="list-style-type: none"> 1. The NC Pre-K program is still reviewing staffing needs, looking at leveraging other roles. 2. Begin the process earlier. 3. Do placement waves....no later than June, instead of beginning in June 4. Recruit facilities to assist 5. Coordinate with DSS to provide significant assistance (including electronic equipment) in setting up and implementing with PFC a large event with a public presence.

<p>Timely payment</p>	<p>Question: What supports can be provided to assist programs in having qualified (all their paperwork submitted) teachers in place at the beginning of the school year?</p> <ol style="list-style-type: none"> 1. Clear written compliance expectations. 2. NCPK consultant visit to site administrator to reinforce compliance expectations. 3. Statement of Assurances signed by site administrator indicating an understanding of compliance expectations.
<p>Other questions/ideas to spread the word about NC Pre-K early and often</p>	<p>Marketing efforts to include:</p> <ul style="list-style-type: none"> - Digital Blast OUTS! - Letters/Flyers/Brochures sent to different partners - Information sent to the County Public Information Officer - Physical presence where families are w/materials distributed at different locations city-wide (Health Dept, Housing Dept/HUD office, etc....) - FREE ADVERTISING, FREE ADVERTISING, FREE ADVERTISING
<p>Updates 01/17/19</p>	<p>Recruitment – What are additional strategies that can be implemented so that we can recruit children in large numbers earlier in the recruitment cycle for the coming school year?</p> <ul style="list-style-type: none"> • Make sure the distributions of flyers and information are occurring. • Be sure to reach the Hearing Impaired & Spanish speaking populations • Volunteers are still needed <ul style="list-style-type: none"> ○ Digital e-blast ○ Radio – WIDU, Beasley Broadcast ○ Fayetteville Observer ○ Press Release ○ Grassroots exposure – very important ○ Contact ACS for assistance ○ Pediatricians (4C will coordinate) ○ MOPs Groups <ul style="list-style-type: none"> ▪ Tammy will add to blog <p>Processing of Applications</p> <ul style="list-style-type: none"> • Be sure to support the Hearing Impaired & Spanish speaking populations.

<p>Updates 03/21/2019</p>	<p>Recruitment</p> <ol style="list-style-type: none"> 1. Discussed the successful outcomes from the NC Pre-K Application Day on 2/9/19 at the Crown. Noted approximately 300 applications rec'd, with approximately 180 initially deemed eligible and to include those apps still needing additional information. <ol style="list-style-type: none"> a. As of 3-21-19 there were 234 children in the NC Pre-K App system. 2. Provider Prior Concerns: <ol style="list-style-type: none"> a. Late approvals, parents pay their registration fees or deposits for programs (other than NC Pre-K) then are informed later that they are eligible for the program. <ul style="list-style-type: none"> • Including cancellations from the school system to the private providers and vice versa. 3. New recruitment/outreach schedules have been formed and continuation of prior efforts: <ol style="list-style-type: none"> a. Staff @ Health Department & DSS twice/month b. Housing Authority, applications are being taken at the Diaper Bank (1st Sat of each month), CC Public Library is partnering c. CCS – Big K Day (April). d. Trinity along with other private providers on that side of town will be hosting a recruitment effort and application submission day on June 6th @ College Lakes Rec Center to include food and swimming activities. <p>Processing of applications (eligibility, entering in to state system, prioritization)</p> <ol style="list-style-type: none"> 1. Update on Timeline <ol style="list-style-type: none"> a. First round of approvals are still on target for the 1st week of April (by 4/5/2019) b. Director's meeting on 4/11/19: Will be updating the Directors. Providers will be contacting the parents until 4/19.
<p>Legislative Updates 03/19/2019</p>	<ol style="list-style-type: none"> 1. Governor's Budget includes funding increase in slot amount and administrative costs for capacity building. (Also increased funding for Smart Start) 2. HB 124 has increased funding for Smart Start. 3. Companion Senate bill expected to mirror HB 124.
<p>Brutal Facts</p>	<p>We continue to not be fully enrolled w/ NC Pre-K slots. Finding qualified teachers is a challenge and impacts programs.</p>

Board Priorities Activity – Updates 03/21/19

Group 2 – Community Engagement/Fund Development

Board Lead: Chas Sampson

Smart Start Budget \$6.6M; 19% Program Match \$1.2M

13% of match must be cash; 6% can be cash or in-kind

Approximately \$550,000 of the cash portion comes from DSS Subsidy Parent fees

Key Issues

1. We have not met our Smart Start Program Match for the last three years.
2. The perception may be that PFC has plenty of money with our state and federal funding.
3. Beyond the 19% Program Match, a good fund development plan is critical to the sustainability of the organization.

Discussion Points

<p>Fund Development</p>	<p>Question: How can we frame fund development to show needs in the community beyond saying we have to meet the 19% Smart Start Program Match? PM: Fayetteville is a hard marketing market; suggestion: educating the public & our donors to on why we need the match – to continue to support the children whose education supports their businesses. SG: Let the asks come from board members. EB: Owners/Decision Makers meeting – opportunity for educating them about why it’s important to support PFC. SM: Staff develop a “did you know?” type handout. SG & EB have agreed to and offered to meet with center owners. Assign other board directors to centers, providers, DSPs, tenants. AN: Similar education opportunities to tenants because they may not know about the importance of supporting PFC. PM: Board members to reach out to their vendors to see if they will support. SM: We have a plan to do that for our vendors already. SG: A lot of companies are looking for a way to receive a tax deduction.</p>
<p>In-Kind Contributions</p>	<p>Question: What are ways to maximize leveraging our in-kind contributions? SM: In-kind donors at Soiree are used as a vehicle; should we be using the in-kind to support to cover expenses for ss services and using soiree income to pay for soiree expenses. MG: Doctoral students trained to provide ECE classes – could they volunteer to provide their services at no cost? RD: High School Students who need volunteer hours – is there a recurring volunteer opportunity that we could utilize those students for? They’re required/preferred to do all their hours with one organization; FTS High School POC Debra Vajer Head of Global Studies</p>

<p>Donor drives</p>	<p>Question: What are strategies for donor drives? RD: Ask those who receive our services – smaller amounts probably, but an investment. EB/PM: Ask – WHO is the decision maker? CS: How do we articulate to potential donors that we rely on donations despite our heavy federal and state funding? RD: Identify what we can/can't use our funding for – how we can/will use our donations... SG/RD: Being intentional about declaring our admin funding (how little of it actually goes to admin costs) MH: Is it possible to identify specific stories of people who were affected by our programs. MH: Finding veteran-owned businesses because we serve so many military families EB: Annual campaign? (similar to United Way) PM: Solicit participants to write a real life story of how they were impacted</p>
<p>Special Events</p>	<p>Question: What is the role of events in fund development strategies? Points for Discussion:</p> <ol style="list-style-type: none"> 1. How do we continue major events like Soirée without active board involvement? 2. What doesn't get done with so much staff time on events? 3. It is possible that Forward March might not occur after this year or in a reduced manner. What would the impact be? 4. How do we get active board engagement?
<p>Community Engagement</p>	<p>Question: How do we use community engagement and outreach to leverage and promote fund development?</p>
<p>Updates for discussion 3/21/2019</p>	<ol style="list-style-type: none"> 1. Soiree – Preliminary results 2. Challenges this year 3. Possible alternatives

Action Points	<p>Perry Melton – Online Auctions? Could we do them a few times a year? In conjunction with event or in lieu of?</p> <p>Sharon Moyer – To do some research on options</p> <p>Chas Sampson – Bingo – Explore as an option</p> <p>Sharon Moyer – Casino nights are under a lot of scrutiny & are on their way to being outlawed</p> <p>Perry Melton – Any other fundraising avenues w/ shared streams of funding</p> <p>PED Committee – Concerned about their “What” –what should their path be?</p>
Brutal Fact	<p>We aren’t meeting the 19% match</p> <p>3/19/2019 – The amount of staff time in garnering sponsorships, auction items vs. board involvement and the ROI; Fundraiser vs. friendraiser?</p> <p>Is this what our staff should be doing? The 1% that we can put toward fund development cannot go to events.</p>

Board Priorities Activity – Updates 03/21/19

Group 3 – Infrastructure (Facilities)

Board Lead: Hank Debnam

**Group Members: Staff Lead – Mike Yeager
Marie Lilly, ~~Steve Riley, Rebecca Beck, Karen McDonald,~~
Van Gunter, ~~Shauna Hopkins, Jennifer Taft,~~
~~Lisa Childers and Angie Malave~~**

Note Taker: Belinda Gainey

We own the building and lease out space with a priority to non-profit organizations.

Tower 1 falls under Smart Start principles and our non-profit status. Tower 1 does not.

Key Issues

- 1. We have an aging building with a history of water issues around windows that have major leaking. This has been exacerbated in the last two years by hurricanes. Leaking has damaged carpet and walls, with issues with mold and damage to offices and materials.**
- 2. The phone system for the building is aging and will need to be updated at some point.**
- 3. Infrastructure needs tend to be capital expenditures. These are not allowable under our state funding. There are some expenses that can be cost allocated to maintenance and repair, but most of these issues will not fall under that category.**
- 4. Our unrestricted revenues are right at \$560,000. We would need to look at additional revenue sources to cover infrastructure needs.**

Discussion Points

Infrastructure needs	<p>Question: What priorities need to be set into action to address long-term infrastructure needs of the building?</p> <p>1st Priority – Health and Safety Issues – windows/walls (especially those with mold/mildew issues) need to be fixed first</p> <p>Mike: Windows were never properly installed. Windows are water resistant not water proof: at the end of the windows there is a missing a piece that causes leakage. There are 50+ defected window glass – seals bad. Glass alone is \$130,000. Another \$50,000 for other costs.</p> <p>Some walls contain mold due to water leakage need to address right away</p>
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<p>Funding strategies</p>	<p>Question: What funding strategies could be utilized to pay for capital expenditures for the building?</p> <p>Begin with projects that can be covered with Smart Start funds</p> <p>Per Shauna, there are grants for windows due to hurricane. There is federal funding available due to hurricane. May be able to get money for windows.</p> <p>Mike: Monies are being reallocated with Longleaf Grant.</p> <p>Have vendors/contractors access building and provide estimates Seek vendors/contractors that can come at no charge</p>
<p>Community resources</p>	<p>Question: Who may be community resources that could help evaluate the needs and/or assist with a plan for this type of capital expenditure?</p> <p>Grants (unrestricted) Increase tenant lease – currently review every year Loan – use grants to pay off loan If board knows of any vendors/contractors dealing with capital improvement let PFC know</p> <p>Perry suggested doing loan – make an adjustment with tenants</p>
<p>Other needs</p>	<p>Question: What other infrastructure needs should be included in the overall plan (i.e. the phone system)?</p> <p>HVAC units (15 units that are from 1988 or replaced in earlier years). Approximately \$120,000 to replace. Some systems do not balance heat/air the way it should – this may increase costs.</p> <p>Building carpet, paints – have original carpet from 1988. Have tile that is broken. This is considered a hazard.</p> <p>Building security – need new door locks and security cameras. Issues with some locking mechanisms. There are ghost keys where some keys will fit other offices – not secure for tenants nor staff.</p> <p>Roof is still under warranty. Expires in the next 5 years. Only allow installer to work on roof so no warranty issues. Need to be in long range plan.</p> <p>Phone System – System now is working and supplying the need. Not all tenants are on the system. System here for a little over 12 years. Need to have a consultant come in and make a suggestion regarding</p>

	<p>infrastructure and wiring. Would like to have a consultant come in, look at what our needs are. Need to decide if we want the tenants on the system or not. Will be a 4-5 month project – phone system will be inoperable in certain areas of the building. Estimated cost is between \$15-20,000 for the consultant to evaluate the system. May purchase a new voice over IP system. 3/21/2019 Note: Phone system is not at the top of the priority list at this time.</p> <p>Wiring – Need to be careful because of today’s code need to look at what projects are done because of old wiring. Make sure things are not put in place to overload the system.</p> <p>Van suggested if you are fixing windows you should do them all. Shauna – need to prioritize first – what project needs to be done first</p>
<p>Updates on Costs & Priorities 1/17/2019</p>	<p>Estimated Costs for Repairs</p> <ol style="list-style-type: none"> 1. Window Leak – Suite 410, Mildew Issue <ol style="list-style-type: none"> a. Glass - \$1,900 b. Structure - \$1,000 (may be unforeseen costs when looking inside all walls damaged by water) 2. Suite 200 - Room 1206 to Room 1214 – window leak in 5 units – 3 sections each May be mildew issues in back stairway. Sheetrock damage to walls under other windows Water damage to external overhang on north side of the building Glass - \$12,0000 Structural internal – stairway wall (\$3,000) and stairway carpet/flooring (\$3,500) 3. Window leak ½ round window in Room 1204 – leaks into 100 wing – Glass & Structure \$9,500 4. Window leak ½ round window in Room 1256 – leaks into Suite 130 – Glass & Structure \$9,500 5. Window leak ½ round window in Room 1255 – leaks into Suite 130 – Glass & Structure \$9,500 6. Window leak in Suite 155 – water damage to wall by window – Glass & Structure \$2,000 7. HVAC Units – need now - replacement unit 122 and 123 – 10 total need replacing <ol style="list-style-type: none"> a. \$14,000 package x 4 = \$58,000 b. \$9,000 split x 6 = \$54,000 8. 100 wing – lobby/hallway – flooring replacement – Labor \$15,000 + material 9. Phone system – Consultant \$20,000

<p>What are strategies to fund these infrastructure needs? 1/17/2019</p>	<p>External structural cost can be covered by the Long Leaf Grant</p> <p>Marie: PFC does have capital funds set aside for building issues</p> <p>Lisa: Can we use rental income? Need to revisit the capital plan and allocate more money to this plan.</p> <p>Angie: Can we seek sponsors (vendors to donate time or money) to assist with the building. She will speak with Blanton Heating and Air. Can use as an in-kind donation.</p> <p>Lisa: Blanton Heating and Air has a donation link on their website</p>
<p>Action Points 1/17/2019</p>	<p>Marie Lilly: If we need \$52,000 for immediate needs, we can use \$7,000 from NCPC, \$21,000 from capital funds – need \$24,000 – we can use other unrestricted funds as directed by the President.</p> <p>Hank Debnam presented the immediate needs to the PFC Board and stated that \$52,000 is needed to repair these immediate needs. Mary Sonnenberg stated that these funds are currently available. The Infrastructure Group recommends that PFC utilizes these funds and a motion was made to accept this recommendation.</p> <p>Hank Debnam moved to accept the use of \$52,000 to repair the immediate needs of the PFC building as presented. Karen McDonald seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p>
<p>Updates 3/21/2019</p>	<p>Meetings with contractors & update from Facilities Committee Meeting 3/18/2019</p> <p>Recommendation from Facilities Committee 3/18/2019: RFP for an Engineer to develop scope of work and manage building envelope repairs for addressing total scope of the infrastructure issues.</p> <p>Hank Debnam and Mike Yeager - A Preliminary Engineering Plan needs to be put together, which requires money. Monies approved at the January board meeting will be mostly used to obtain an engineer. The process has been started at obtaining an engineer. The plan is to allow the engineer to totally administer the entire project. Work will be done in phases and more money will be needed.</p>
<p>Brutal Fact</p>	<p>We can't continue to ignore the issues of the building.</p> <p>3/19/2019 – To have clear picture of the needs of the building, engineering consultation will need to happen at the front end of the project.</p>

Board Transition Worksheet - March 21, 2019

NCPK Suggested Roles - Government		Board Member	1st Term Expires	2nd Term Expires
County Commissioner's Office		Open		
County Manager's Office		Cannon, Amy		6/30/2021
Department of Social Services - NC Pre-K Mandated		Reid-Jackson, Brenda	NCPK	Patricia Crouch Designee
Local Health Agency or Health Services Provider		Open		
School Administrator - NC Pre-K Mandated		Connelly, Dr. Marvin	NCPK	Alana Hix Designee
Higher Education Institution		Deaver, Robin	6/30/2020	6/30/2023
		Gronski, Dr. Meredith	6/30/2020	6/30/2023
				Joined Board November 2017
Local Cooperative Extension Agency		Childers, Lisa		6/30/2021
Local Public Library		Jones, Cotina	6/30/2022	6/30/2025
Municipal Government		McDonald, Karen	6/30/2020	6/30/2023
NCPK Suggested Roles - Services		Board Member	1st Term Expires	2nd Term Expires
Child Care Provider - Licensed Center - NC Pre-K Mandated		Crosby, Angela		6/30/2021
		Melton, Perry		6/30/2021
Child Care Provider - Licensed Home		Open		
Military Child Care Rep		Open		
Local Head Start Program Representative - NC Pre-K Mandated		Adeyemi, Christiana	NCPK	
Local Mental Health Community Organization		Open		
		Wesley, Wanda	6/30/2020	6/30/2023
Child Care Resource & Referral (non-employee) or Another Child-Serving Agency Representative - NC Pre-K Mandated		Neal, Ayesha	6/30/2021	6/30/2024
Other Non-Profit Human Service Agency		Hopkins, Shauna	6/30/2021	6/30/2024
Public School Exceptional Children's Preschool Program Representative - NC Pre-K Mandated		Aul, Julie	NCPK	
NCPK Suggested Roles - Business/Community		Board Member	1st Term Expires	2nd Term Expires
Parent of a child 5 or younger - NC Pre-K Mandated		Gunter, Van		6/30/2019
		Hardin, Michael	6/30/2020	6/30/2023
		McLaughlin, Jami	6/30/2021	6/30/2024
Faith Community		Pitts, Sarah	6/30/2019	6/30/2022
Inter-Agency Coordinating Council or parent of a child with a disability		Rayman, Tawnya	6/30/2020	6/30/2023
Foundation or other philanthropic organization		Open		
Business Leader		Grafstrom, James		6/30/2021
		Hedgepeth, Marcus	6/30/2019	
		Malave, Angie		6/30/2021
		Sampson, Chas	6/30/2020	6/30/2023
		Beasley, Erika	6/30/2021	6/30/2024
Military Community Rep		Gronowski, Sandee	6/30/2020	6/30/2023
Community At Large		Taft, Jennifer	6/30/2021	6/30/2024
		Dunham, Dr. Phyllis	6/30/2021	6/30/2024
		Debnam, Hank		6/30/2020
		Morris, Charles		Emeritus

1st Term Ending 6/30/19 = 2
2nd Term Ending 6/30/19 = 1

1st Term Ending 6/30/20 = 8
2nd Term Ending 6/30/20 = 1

1st Term Ending 6/30/21 = 6
2nd Term Ending 6/30/21 = 6

1st Term Ending 6/30/22 = 1
2nd Term Ending 6/30/22 = 1

2nd Term Ending 6/30/23 = 8

2nd Term Ending 6/30/24 = 6

2nd Term Ending 6/30/25 = 1

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW

Board Responsibility

The review of the financial statements is the responsibility of the Committee and Board Members of PFC.

The detailed financial reports have been provided to you via email and will be provided electronically during the meeting.

March 31, 2019

1 Balance Sheet

The cash balances; investments and liabilities are at the anticipated amounts and are sufficient for the current needs.

2 Smart Start Grant [State Funds]

- a. PFC's Smart Start grant budgets are reflected at full allocation effective 07-01-2018.
- b. The total allocation for FY2018-2019 is \$6,598,689 including DSS and WAGE\$.
- c. The spending percentages at this point in the year are as anticipated.
- d. All budgets have been reviewed and applicable changes are reflected effective 4-15-2019.

3 NC Pre-Kindergarten Grant [State and Federal Funds]

- a. PFC is in full contract with DCDEE effective 07-01-2018.
- b. PFC was awarded an additional grant amount of \$174,963 as a part of the NC Pre-K Capacity Building funding. This amount is 100% federal funds and will be effective from November 1, 2018 through June 30, 2019.
- c. DCDEE amended PFC's current NC Pre-K contract by decreasing the state funds and increasing the federal funds by \$5,048,073, respectively. The total NC Pre-K grant is now \$9,098,098 with \$6,923,629 in federal funds and \$2,174,469 in state funds.

4 DCDEE - Region 5 Grants [Federal Funds]

- a. PFC's three Region 5 grants are in contract effective 07-01-18.
- b. The funder is currently up to date with its reimbursements.

5 All Funding Sources

- a. The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month.
- b. All of the reimbursement based grantors are on schedule with their monthly reimbursements.

6 Unrestricted State Revenues (USR)

- a. The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- b. Investment funds of \$25,000 were moved from PNC Bank Money Market Account and deposited into the Bank of America operating account to cover the projected shortfall in Fund 208 which is currently used to support administrative costs. This action was approved by the Board on October 18, 2018.
- c. Investment funds of \$100,500 and \$100,100 were moved from PNC Bank Money Market Account and deposited into Select Bank and Lumbee Guaranty Bank, respectively to diversified funds as approved by the Board on October 18, 2018.
- d. The cash equivalent balances in Fund 208 consists of the following at the end of the month:

PNC Bank Money Market Account	288,095.97	<i>Does not include interest earned in Fund 899</i>
Select Bank - Certificate of Deposit	100,000.00	
Lumbee Bank - Certificate of Deposit	100,000.00	
Select Bank - Checking Account [from investments]	500.00	
Lumbee Bank - Checking Account [from investments]	84.00	<i>Deposited \$100, fees are \$8 per month</i>
	488,679.97	

PNC Bank Money Market - Fund 208	288,095.97
PNC Bank Money Market - Fund 899	21,774.89
	309,870.86

Investments - Fund 208	488,679.97
Interest Earned - Fund 899	21,774.89
TOTAL INVESTMENTS PLUS INTEREST	510,454.86

7 Cash and In-kind Report

- a. The 19% match amount reflected on the monthly report is reflected at 100% of the full allocation.
- b. PFC's Leadership Team, staff and Board members will continue to discuss and implement strategies to meet our match requirement. PFC did not meet the 19% match requirement for FY1718 nor for FY1617.
- c. The penalty for not meeting the match in FY1718 was waived due to the lack of data from DSS parent fees. Any penalties for FY1819 will also be waived for counties that were affected by Hurricane Florence.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FOOTNOTES FOR FINANCIAL REPORTS March 31, 2019

FOOTNOTES - BALANCE SHEET

A. The cash accounts at March 31, 2019 total \$1,294,984.75.

Included in the cash balance amount are the following investment vehicles:

Banking Institution	Investment Type	Current Amount	Term (months)	Maturity Date	Interest Rate	Annual Percentage Yield
PNC Bank	Money Market	\$309,870.86	n/a	n/a	n/a	.50%
Select Bank	CD	\$100,000.00	15	05/20/20	2.47%	2.50%
Lumbee Bank	CD	\$100,000.00	15	05/21/20	2.26%	2.29%
Select Bank	Checking	\$500.00	n/a	n/a	n/a	n/a
Lumbee Bank	Checking	\$84.00	n/a	n/a	n/a	n/a
Cumberland Community Foundation	Beneficial Interest in Endowment Fund	\$31,384.00	n/a	n/a	n/a	n/a
TOTAL		\$541,838.86				

B. Employees' payroll deductions at March 31, 2019 from the current month and from prior months total \$3,929.10. These accounts are reconciled on a monthly basis and at yearend to ensure that the correct amounts are being accounted for.

C. Per Board approval, an endowment fund was established on June 29, 2012 with the Cumberland Community Foundation, Inc. with an initial amount of \$25,000.00. Since this amount is an irrevocable gift of assets, it is classified as a permanently restricted net asset for accounting purposes. It is also classified as a "Beneficial Interest in Community Foundation" in the Assets section of the Balance Sheet.

NCPC defines permanently restricted net assets as "used to classify assets that have donor-imposed stipulations that neither expire with time nor can be fulfilled or removed by actions of the organization. An example would be an endowment fund whereby the principal is maintained for investment purposes and the interest earnings may be available for use. This FASB code is rarely used."

Additional funds totaling \$4,732.00 was added to the endowment as of June 30, 2013. The Partnership made an additional deposit of \$768.00 to the endowment in September 2014. The Partnership also made an additional deposit of \$666.00 to the endowment in July 2015. During January 2016, additional deposits totaling \$218.00 were received for the endowment. This amount was transferred to the Foundation in February 2016. The total contributions from the Partnership to the endowment, including these funds, are now a total of \$31,384.00. There were no additional funds added to this endowment during the 2016-2017 fiscal year.

FOOTNOTES FOR FINANCIAL REPORTS

March 31, 2019

FOOTNOTES - SMART START GRANT SPREADSHEET

SERVICES (In-House Activities): The Smart Start grants for all of the Service budgets are in full contract effective July 1, 2018. Budgets have been reviewed to determine if they are adequate through yearend and applicable changes are effective 4-15-19. The budgets will continue to be reviewed and applicable changes will be presented as deemed necessary prior to June 30, 2019.

DIRECT SERVICE PROVIDERS: The Smart Start grants for the Direct Service Providers (DSPs) budgets are in full contract at July 1, 2018. Budgets have been reviewed to determine if they are adequate through yearend and applicable changes are effective 4-15-19. The budgets will continue to be reviewed and applicable changes will be presented as deemed necessary prior to June 30, 2019.

ADMINISTRATION: The Smart Start grant for the Administration budget is in full contract at July 1, 2018. The budget has been reviewed to determine if it is adequate through yearend and a revision was effective 2-15-19.

Partnership for Children of Cumberland County, Inc.
Balance Sheet
March 31, 2019

Assets

Bank of America Checking Account	\$ 752,745.89	}	A
PNC Bank - Money Market Reserve	309,870.86		
Select Bank - Certificate of Deposit	100,000.00		
Lumbee Bank - Certificate of Deposit	100,000.00		
Select Bank - Checking Account [from investments]	500.00		
Lumbee Bank - Checking Account [from investments]	84.00		
Petty Cash, Change Funds, Undeposited Receipts	400.00		
Beneficial Interest in Community Foundation	31,384.00		
Employee Advances (for travel)	114.90		
Total Assets	1,295,099.65		

Liabilities and Net Assets

Health Insurance Payable	600.67	}	B
Flex-Spending Payable	1,855.77		
AFLAC Payable	1,401.67		
Dental Insurance Payable	39.59		
Vision Payable	14.23		
Legal Shield Payable	17.17		
Tenant Security Deposits	16,236.52		
Unrestricted Net Assets	1,018,790.36		
Temporarily Restricted Net Assets	34,609.55		
Permanently Restricted Net Assets	31,384.00		C
Excess Revenues over (under) Expenditures	190,150.12		
Total Liabilities and Net Assets	\$ 1,295,099.65		

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2018 - 2019

FY 18/19 SMART START FULL ALLOCATION	\$6,598,689
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TOTAL ALLOCATION FOR ADMINISTRATION ----->	\$319,799
FY 18/19 Smart Start Admin Base Allocation	\$319,799

TOTAL ALLOCATION FOR SERVICES ----->	\$6,278,890
FY 18/19 Smart Start Services Allocation :	\$6,278,890

AS OF MARCH 31, 2019

		EXPENDITURES							AS OF MARCH 31, 2019		
									If monthly spending was equal, at month-end, the percentages should be:		
									75%	25%	
Activity	Agency	04/15/19 Budget	Advances	February	March	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds		
Early Care & Education Subsidy - TANF Only											
1	Subsidized Child Care	Dept. of Social Services	\$ 2,230,306.00		\$ 128,908.00	\$ 50,076.00	\$ 2,101,825.00	\$ 128,481.00	94%	6%	
2	CCR&R - Subsidy	IH Partnership for Children	\$ 366,368.00		\$ 26,627.66	\$ 37,716.61	\$ 230,293.27	\$ 136,074.73	63%	37%	
3	Child Care Scholarships	Fayetteville Tech. Com. College	\$ 207,260.00	\$ -	\$ 21,733.13	\$ 21,595.30	\$ 159,132.73	\$ 48,127.27	77%	23%	
	ECE Subsidy TANF Total:		45%	\$ 2,803,934.00	\$ -	\$ 177,268.79	\$ 109,387.91	\$ 2,491,251.00	\$ 312,683.00	89%	
	Minimum of 39% Required										
Early Care & Education Subsidy - Non-TANF											
4	CCR&R - Non-TANF Dual Subsidy	IH Partnership for Children	\$ 110,500.00		\$ 6,224.32	\$ 13,448.04	\$ 46,258.79	\$ 64,241.21	42%	58%	
5	Spainhour/Child Play	Easter Seals UCP	\$ 91,716.00	\$ -	\$ 7,542.39	\$ 7,743.61	\$ 68,787.00	\$ 22,929.00	75%	25%	
	ECE Subsidy Non-TANF Total:		3%	\$ 202,216.00	\$ -	\$ 13,766.71	\$ 21,191.65	\$ 115,045.79	\$ 87,170.21	57%	
Early Care & Education Subsidy - Administration											
6	Subsidy Support Staff	Dept. of Social Services	\$ 159,807.00		\$ -	\$ -	\$ 159,807.00	\$ -	100%	0%	
7	Child Care Scholarship - Admin Support	Fayetteville Tech. Com. College	\$ 11,450.00	\$ -	\$ 1,166.88	\$ 1,220.87	\$ 8,548.47	\$ 2,901.53	75%	25%	
8	CCR&R - Subsidy Administration	IH Partnership for Children	\$ 35,150.00		\$ 2,807.01	\$ 4,398.46	\$ 28,315.25	\$ 6,834.75	81%	19%	
	ECE Subsidy Administration Total		3%	\$ 206,407.00	\$ -	\$ 3,973.89	\$ 5,619.33	\$ 196,670.72	\$ 9,736.28	95%	
Early Care & Education Quality & Affordability											
9	CCR&R - Core Services	IH Partnership for Children	\$ 1,341,792.00		\$ 107,384.62	\$ 105,481.15	\$ 968,327.40	\$ 373,464.60	72%	28%	
10	WAGES	Child Care Svcs. Association	\$ 371,554.00		\$ 89,493.18	\$ 38,866.41	\$ 307,679.16	\$ 63,874.84	83%	17%	
	Kindermusik & Music Therapy [SEE PSC 5417]	Kerri Hurley	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	
	ECE Quality Total:		27%	\$ 1,713,346.00	\$ -	\$ 196,877.80	\$ 144,347.56	\$ 1,276,006.56	\$ 437,339.44	74%	
	Minimum of 70% Total Required										
Health and Safety											
11	Assuring Better Health and Development (ABCD)	Carolina Collaborative Community Care (4C)	\$ 92,238.00	\$ -	\$ 7,013.57	\$ 9,897.57	\$ 60,374.78	\$ 31,863.22	65%	35%	
12	Family Connect NEW at 07-01-18	IH Partnership for Children	\$ 100,000.00	\$ -	\$ -	\$ 1,848.60	\$ 46,848.60	\$ 53,151.40	47%	53%	
13	Kindermusik & Music Therapy [NEW PSC FOR FY1819 effective 7-1-18 per NCPG]	Kerri Hurley	\$ 65,280.00	\$ 9,534.83	\$ 8,061.69	\$ 6,766.45	\$ 48,114.74	\$ 17,165.26	74%	26%	
	Health & Safety Total:		4%	\$ 257,518.00	\$ 9,534.83	\$ 15,075.26	\$ 18,512.62	\$ 155,338.12	\$ 102,179.88	60%	

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2018 - 2019

FY 18/19 SMART START FULL ALLOCATION	\$6,598,689
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TOTAL ALLOCATION FOR ADMINISTRATION ----->	\$319,799
FY 18/19 Smart Start Admin Base Allocation	\$319,799

TOTAL ALLOCATION FOR SERVICES ----->	\$6,278,890
FY 18/19 Smart Start Services Allocation :	\$6,278,890

AS OF MARCH 31, 2019

	Activity	Agency	04/15/19 Budget	Advances	EXPENDITURES			Remaining Budget	If monthly spending was equal, at month-end, the percentages should be:		
					February	March	Y-T-D		75% % of Budget Expended	25% % of Available Funds	
Family Support											
14	Autism Outreach & Resource Ctr.	Autism of CC	\$ 47,100.00	\$ -	\$ 766.66	\$ 1,302.84	\$ 44,051.02	\$ 3,048.98	94%	6%	
15	PFC Family Resource Center	IH Partnership for Children	\$ 130,144.00		\$ 7,230.68	\$ 7,591.32	\$ 85,928.81	\$ 44,215.19	66%	34%	
16	All Children Excel [ACE] NEW 07-01-18	IH Partnership for Children	\$ 185,985.00		\$ 14,554.68	\$ 19,795.95	\$ 153,194.37	\$ 32,790.63	82%	18%	
17	Child Passenger Safety Car Seat NEW 07-01-18	IH Partnership for Children	\$ 5,000.00		\$ (100.00)	\$ 557.94	\$ 4,377.23	\$ 622.77	88%	12%	
18	Community Engagement & Resource Development	IH Partnership for Children	\$ 250,186.00		\$ 17,837.58	\$ 23,438.02	\$ 182,275.83	\$ 67,910.17	73%	27%	
19	Reach Out & Read Grant	Carolina Collaborative Community Care (4C)	\$ 14,500.00	\$ -	\$ 445.57	\$ 551.62	\$ 3,527.71	\$ 10,972.29	24%	76%	
		Family Support Total:	10%	\$ 632,915.00	\$ -	\$ 40,735.17	\$ 53,237.69	\$ 473,354.97	\$ 159,560.03	75%	
System Support											
20	P&E - Planning & Evaluation	IH Partnership for Children	\$ 462,554.00		\$ 20,524.43	\$ 15,693.49	\$ 267,975.60	\$ 194,578.40	58%	42%	
		System Support Total:	7%	\$ 462,554.00	\$ -	\$ 20,524.43	\$ 15,693.49	\$ 267,975.60	\$ 194,578.40	58%	
		Total of Approved Projects:		\$ 6,278,890.00	\$ 9,534.83	\$ 468,222.05	\$ 367,990.25	\$ 4,975,642.76	\$ 1,303,247.24		
21	Administration	IH Partnership for Children	5%	\$ 319,799.00	\$ -	\$ 23,112.27	\$ (19,801.39)	\$ 218,642.96	\$ 101,156.04	68%	32%
		Unallocated Smart Start SERVICES Funds		\$ -							
		Unallocated Smart Start ADMINISTRATION Funds		\$ -							
		Total Smart Start Funds Expended		\$ 9,534.83	\$ 9,534.83	\$ 491,334.32	\$ 348,188.86	\$ 5,194,285.72			
		Total Allocated Smart Start Funds Remaining						\$ 1,404,403.28			

Partnership for Children of Cumberland County, Inc. - NC PRE-KINDERGARTEN GRANT

FY 18/19 Revenues per Contract		Fiscal Year 2018/ 2019
\$ 8,398,245	NC Pre-k Grant Payments to Providers	
\$ 174,963	2% CCDF Quality Funds	
\$ 174,963	2% New Capacity Building Funds	
\$ 349,927	4% Administrative Fee	
\$ 9,098,098	Total NC Pre-k Grant	as of March 31, 2019
		SHOULD BE
		75% 25%

FUND	Activity	FY 18/19 Budget					Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
		11/1/2018	January	February	March					
211	9100-999 Administrative Operations	\$ 152,533.00	\$10,758.05	\$10,835.69	\$15,444.19	\$107,493.37	\$45,039.63	70%	30%	
211	3104-001 CCR&R - Core	\$ 66,330.00	\$7,748.04	\$7,575.32	\$ 950.18	\$62,372.33	\$3,957.67	94%	6%	
	3323-017 NC Pre-k Coordination (In-Direct)	\$ 131,064.00	\$14,947.99	\$14,385.65	\$2,895.72	\$117,164.35	\$13,899.65	89%	11%	
	Services Sub-Total	\$ 197,394.00	\$22,696.03	\$ 21,960.97	\$3,845.90	\$179,536.68	17,857.32	91%	9%	
206	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 1,042,784.00	\$342,208.00	\$203,850.00	\$197,100.00	\$907,408.00	\$135,376.00	87%	13%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 781,758.00	\$26,550.00	\$22,950.00	\$22,950.00	\$80,250.00	\$701,508.00	10%	90%	
	Fund 206 Sub-Total	\$ 1,824,542.00	\$368,758.00	\$226,800.00	\$220,050.00	\$987,658.00	\$836,884.00	54%	46%	
319	2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$ 5,587,648.00	\$408,617.00	\$363,875.00	\$475,600.00	\$3,605,067.00	\$1,982,581.00	65%	35%	
	2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 986,055.00	\$106,000.00	\$110,750.00	\$113,650.00	\$811,100.00	\$174,955.00	82%	18%	
	Fund 319 Sub-Total	\$ 6,573,703.00	\$514,617.00	\$474,625.00	\$589,250.00	\$4,416,167.00	\$2,157,536.00	67%	48%	
328	3322-017 NC Pre-K New CCDF Quality Funds - Federal Funds	\$ 174,963.00	\$3,920.00	\$39,766.00	\$22,040.00	\$78,011.48	\$96,951.52	45%	55%	

Partnership for Children of Cumberland County, Inc. - NC PRE-KINDERGARTEN GRANT

FY 18/19 Revenues per Contract		Fiscal Year 2018/ 2019
\$ 8,398,245	NC Pre-k Grant Payments to Providers	
\$ 174,963	2% CCDF Quality Funds	
\$ 174,963	2% New Capacity Building Funds	
\$ 349,927	4% Administrative Fee	
\$ 9,098,098	Total NC Pre-k Grant	as of March 31, 2019
		SHOULD BE
		75% 25%

FUND	Activity	FY 18/19 Budget	11/1/2018	January	February	March	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
329	3104-001	NC Pre-K New Capacity Building Funds - Federal Funds effective 11-1-2018	\$ 31,489.00	\$0.00	\$0.00	\$31,489.00	\$31,489.00	\$0.00	100%	0%
329	9100-999	NC Pre-K New Capacity Building Funds - Federal Funds effective 11-1-2018	\$ 47,833.00	\$0.00	\$0.00	\$47,833.00	\$47,833.00	\$0.00	100%	0%
329	5603-007	NC Pre-K New Capacity Building Funds - Federal Funds effective 11-1-2018	\$ 22,401.00	\$0.00	\$0.00	\$22,401.00	\$22,401.00	\$0.00	100%	0%
		Fund 319 Sub-Total	\$ 174,963.00	\$3,764.81	\$0.00	\$79,322.00	\$146,540.59	\$28,422.41	84%	0%

Total Budget Remaining \$3,182,690.88

Total NC Pre-K Grant	\$ 9,098,098.00
Unallocated NC Pre-k Revenues	\$ -
Total NC Pre-k Grant Expended	\$920,749.08 \$773,987.66 \$850,630.09 \$5,915,407.12
Total State Funds	\$2,174,469.00
Total Federal Funds	\$6,923,629.00
Total NC Pre-K Grant	\$9,098,098.00

Partnership for Children of Cumberland County, Inc.

Region 5 DCDEE Lead Agency Grant
Fiscal Year 2018 - 2019

TOTAL FY 2018 - 2019 REGION 5 LEAD AGENCY ALLOCATION **\$625,907.00**

FY 2018 - 2019 10% Overhead / Administration Allocation **\$56,390.00**

FY 2018 - 2019 Program/Services Allocation **\$569,517.00**

EXPENDITURES								as of March 31, 2019		
Activity	07/01/18 Budget	December	January	February	March	Y-T-D	Remaining Budget	75% % of Budget Expended	25% % of Available Funds	
Region 5 Lead Agency - Core Services	\$ 240,126.00	\$ 11,529.51	\$ 14,728.59	\$ 9,574.82	\$ 15,871.19	\$ 116,815.38	\$ 123,310.62	49%	51%	
Core Services - 10% Overhead/Administration for CCR&R	\$ 500.00	\$ -	\$ 27.73	\$ 3.95	\$ 15.39	\$ 456.71	\$ 43.29	91%	9%	
Core Services - 10% Overhead/Administration for Admin Ops	\$ 29,174.00	\$ 2,196.30	\$ 1,867.10	\$ 1,368.81	\$ 2,103.85	\$ 13,635.66	\$ 15,538.34	47%	53%	
Contracts & Grants - Anson County	\$ 9,954.00	\$ -	\$ 4,147.50	\$ -	\$ -	\$ 4,147.50	\$ 5,806.50	42%	58%	
Contracts & Grants - Montgomery County	\$ 8,345.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,345.00	0%	100%	
Contracts & Grants - Moore County	\$ 29,399.00	\$ 10,487.36	\$ -	\$ 4,152.06	\$ -	\$ 14,639.42	\$ 14,759.58	50%	50%	
Contracts & Grants - Richmond County	\$ 14,528.00	\$ -	\$ -	\$ -	\$ 5,332.28	\$ 5,332.28	\$ 9,195.72	37%	63%	
	\$ 332,026.00	\$ 24,213.17	\$ 20,770.92	\$ 15,099.64	\$ 23,322.71	\$ 155,026.95	\$ 176,999.05	47%	53%	
Region 5 Infant Toddler Project	\$ 133,963.00	\$ 10,036.84	\$ 10,370.91	\$ 9,236.45	\$ 13,570.75	\$ 90,761.59	\$ 43,201.41	68%	32%	
Infant Toddler - 10% Overhead/Administration for CCR&R	\$ 200.00	\$ -	\$ -	\$ 2.01	\$ 7.76	\$ 171.87	\$ 28.13	86%	14%	
Infant Toddler - 10% Overhead/Administration for Admin Ops	\$ 13,196.00	\$ 952.23	\$ 1,073.24	\$ 913.98	\$ 1,340.81	\$ 8,859.82	\$ 4,336.18	67%	33%	
	\$ 147,359.00	\$ 10,989.07	\$ 11,444.15	\$ 10,152.44	\$ 14,919.32	\$ 99,793.28	\$ 47,565.72	68%	32%	
Region 5 Healthy Social Behaviors Project	\$ 133,202.00	\$ 8,563.34	\$ 8,792.97	\$ 8,559.04	\$ 12,795.94	\$ 83,644.12	\$ 49,557.88	63%	37%	
Healthy Social Behavior - 10% Overhead/Administration for CCR&R	\$ 200.00	\$ -	\$ -	\$ 1.12	\$ 4.07	\$ 153.04	\$ 46.96	77%	23%	
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops	\$ 13,120.00	\$ 855.73	\$ 879.30	\$ 855.38	\$ 1,275.52	\$ 8,211.36	\$ 4,908.64	63%	37%	
	\$ 146,522.00	\$ 9,419.07	\$ 9,672.27	\$ 9,415.54	\$ 14,075.53	\$ 92,008.52	\$ 54,513.48	63%	37%	
Total Allocated DCD Funds Remaining							\$ 279,078.25			
Summary for 10% Overhead / Administration	PFC	\$ 56,390.00	\$ 4,004.26	\$ 3,847.37	\$ 3,145.25	\$ 4,747.40	\$ 31,488.46	\$ 24,901.54	56%	44%

Partnership for Children of Cumberland County, Inc.

**All Funding Sources
Fiscal Year 2018 - 2019**

FUND CODE	July 1, 2XXX Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance	
		January	February	March	YTD	January	February	March	YTD		
RESTRICTED FUNDS											
206	NC Pre-K Grant - State Funds (per child)	\$ -	\$ 201,358.00	\$ 453,600.00	\$ -	\$ 994,408.00	\$ 368,758.00	\$ 226,800.00	\$ 220,050.00	\$ 987,658.00	\$ 6,750.00
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
211	NC Pre-K Grant - 4% Admin Fees	\$ -	\$ 31,537.44	\$ 32,018.82	\$ -	\$ 232,408.37	\$ 33,454.08	\$ 32,796.66	\$ 19,290.09	\$ 254,121.05	\$ (21,712.68)
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 32,909.00	\$ -	\$ -	\$ -	\$ 32,909.00	\$ -
319	NC Pre-K Grant (per slot) - Federal Funds	\$ -	\$ 591,267.00	\$ 356,325.00	\$ -	\$ 3,133,417.00	\$ 514,593.00	\$ 474,625.00	\$ 589,250.00	\$ 3,117,193.00	\$ 16,224.00
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 1,298,974.00	\$ 24.00	\$ -	\$ -	\$ 1,298,974.00	\$ -
328	NC Pre-K Grant CCDF Quality Funds-Federal Funds	\$ -	\$ 4,617.45	\$ 3,920.00	\$ -	\$ 16,835.03	\$ 3,920.00	\$ 39,766.00	\$ 22,040.00	\$ 78,011.48	\$ (61,176.45)
329	NC Pre-K Capacity Building Grant - Federal Funds Effective 11-1-18	\$ -	\$ 3,357.94	\$ 3,831.70	\$ -	\$ 10,605.43	\$ 3,764.81	\$ 5,153.57	\$ 130,781.59	\$ 146,540.59	\$ (135,935.16)
	Sub-total for NC Pre-K	\$ -								Sub-total	\$ (195,850.29)
301	Family CareGivers Program	\$ 70.63	\$ 234.00	\$ 58.00	\$ -	\$ 1,030.00	\$ 58.26	\$ 254.85	\$ 157.69	\$ 1,514.00	\$ (413.37)
307	DCD Grant - SWCDC	\$ 35,745.56	\$ 95,780.94	\$ -	\$ 35,923.30	\$ 131,704.24	\$ 20,770.92	\$ 15,214.54	\$ 23,322.71	\$ 190,887.41	\$ (23,437.61)
312	Region 5 - Infant/Toddler Project	\$ -	\$ 9,157.94	\$ 53,474.71	\$ 21,881.55	\$ 84,514.20	\$ 11,444.15	\$ 10,152.44	\$ 14,919.32	\$ 99,793.28	\$ (15,279.08)
313	Region 5 - Healthy Social Behavior	\$ 17,076.42	\$ 58,839.18	\$ -	\$ 19,093.81	\$ 77,932.99	\$ 9,672.27	\$ 9,415.54	\$ 14,075.53	\$ 109,084.94	\$ (14,075.53)
807	Region 5 - Program Income	\$ -	\$ 2,585.00	\$ 1,781.50	\$ 920.00	\$ 9,501.50	\$ 22.00	\$ -	\$ -	\$ 1,288.28	\$ 8,213.22
	Sub-total for Other Restricted	\$ 52,892.61								Sub-total	\$ (44,992.37)
136	Smart Start - Services (FY 13/14)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (235.00)	\$ 235.00
138	Smart Start - Services (FY 14/15)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
141	Smart Start - Admin. (FY 16/17)	\$ 14.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14.54	\$ -
142	Smart Start - Services (FY 16/17)	\$ 52.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (444.39)	\$ (391.41)	\$ 444.39
143	Smart Start - Admin. (FY 17/18)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
144	Smart Start - Services (FY 17/18)	\$ 47,949.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,312.25)	\$ 46,637.00	\$ 1,312.25
145	Smart Start - Admin. (FY 18/19)	\$ -	\$ 26,263.00	\$ 23,667.00	\$ 24,222.00	\$ 250,722.00	\$ 30,496.06	\$ 23,144.90	\$ (19,834.02)	\$ 218,610.33	\$ 32,111.67
146	Smart Start - Services (FY 18/19)	\$ -	\$ 288,841.00	\$ 189,467.00	\$ 258,834.00	\$ 2,679,103.00	\$ 295,357.77	\$ 251,111.54	\$ 276,660.63	\$ 2,367,019.73	\$ 312,083.27
201	MAC SS Grant (Acting/Contracting)	\$ -	\$ 12,366.11	\$ -	\$ -	\$ 37,098.33	\$ 5,423.69	\$ 5,679.54	\$ 7,783.88	\$ 51,690.63	\$ (14,592.30)
216	Dolly Parton's Imagination Library	\$ 8,406.47	\$ -	\$ 25,856.00	\$ 1,041.00	\$ 33,659.00	\$ 408.00	\$ 432.00	\$ 6,208.00	\$ 9,164.72	\$ 32,900.75
801	Program Income (SS Related)	\$ 72,836.17	\$ 6,645.72	\$ 6,692.71	\$ 7,444.95	\$ 56,517.68	\$ 305.77	\$ 2,874.78	\$ 6,808.71	\$ 22,861.15	\$ 106,492.70
804	GEMS Shared Services (PI SS Related)	\$ (92.51)	\$ -	\$ -	\$ -	\$ 2,600.00	\$ -	\$ -	\$ (1,052.51)	\$ 2,507.49	\$ -
902	COBRA - Employee Insurance Withholdings	\$ -	\$ -	\$ -	\$ -	\$ 2,426.88	\$ (2,390.60)	\$ -	\$ -	\$ 2,426.88	\$ -
	Sub-total for Smart Start & Related	\$ 129,166.90								Sub-total	\$ 470,987.73

Partnership for Children of Cumberland County, Inc.

**All Funding Sources
Fiscal Year 2018 - 2019**

FUND CODE	July 1, 2XXX Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance	
		January	February	March	YTD	January	February	March	YTD		
UNRESTRICTED FUNDS											
208	Unrestricted State Revenues - For Operating Purposes	\$ 4,214.88	\$ -	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 1,426.00	\$ 1,301.11	\$ (2,609.14)	\$ 9,412.87	\$ 19,802.01
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 513,695.97	\$ -	\$ (25,000.00)	\$ -	\$ (25,000.00)	\$ -	\$ 8.00	\$ 8.00	\$ 16.00	\$ 488,679.97
501	Individual Gifts & Donations	\$ 19,690.36	\$ 679.67	\$ 9,127.45	\$ 991.85	\$ 16,929.05	\$ 0.26	\$ -	\$ -	\$ 4,728.98	\$ 31,890.43
515	Vending Machine Commissions	\$ 574.00	\$ 116.79	\$ 60.02	\$ 22.71	\$ 406.53	\$ -	\$ 108.00	\$ 237.12	\$ 787.21	\$ 193.32
518	Kohl's Corporate Grants	\$ 2,843.08	\$ 971.00	\$ -	\$ -	\$ 1,942.00	\$ 409.16	\$ -	\$ -	\$ 1,394.16	\$ 3,390.92
526	Unrestricted Private Funds	\$ 2,950.68	\$ -	\$ -	\$ -	\$ -	\$ 1,194.27	\$ -	\$ -	\$ 2,328.28	\$ 622.40
531	PFC Annual Engagements	\$ 305.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305.26
536	The CarMax Foundation Grant	\$ 7,649.43	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 1,100.00	\$ -	\$ 7,540.92	\$ 10,108.51
537	Foundation for the Carolinas Grant via Long Leaf Foundation	\$ -	\$ -	\$ -	\$ -	\$ 17,500.00	\$ -	\$ -	\$ -	\$ 660.00	\$ 16,840.00
538	Save the Children Grant	\$ -	\$ 9,704.00	\$ -	\$ -	\$ 9,704.00	\$ -	\$ -	\$ 4,330.00	\$ 4,330.00	\$ 5,374.00
802	PFCRC II (Non-Smart Start)	\$ 103,323.97	\$ 10,847.13	\$ 9,082.30	\$ 4,786.07	\$ 81,165.75	\$ 9,431.02	\$ 7,805.84	\$ 8,816.07	\$ 102,479.61	\$ 82,010.11
806	Forward March Conference	\$ 19,308.57	\$ -	\$ -	\$ 1,500.00	\$ 25,330.66	\$ 15.12	\$ 105.90	\$ 105.90	\$ 666.27	\$ 43,972.96
812	PFCRC II - Administration	\$ -	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 42,750.00	\$ 4,319.77	\$ 4,250.39	\$ 6,427.51	\$ 41,201.85	\$ 1,548.15
815	Hoke - Contracted Eval (not program income)	\$ 15,716.34	\$ -	\$ -	\$ 6,370.00	\$ 6,370.00	\$ 3,877.11	\$ 1,688.89	\$ 913.27	\$ 10,723.56	\$ 11,362.78
816	Contracted Data Services	\$ 5,763.28	\$ -	\$ -	\$ -	\$ 5,840.00	\$ -	\$ -	\$ -	\$ 8,155.13	\$ 3,448.15
820	Fundraising - PFC Annual Soiree	\$ 110,687.10	\$ 4,000.00	\$ 19,500.00	\$ 26,862.00	\$ 54,176.09	\$ 267.41	\$ 3,851.79	\$ 12,233.89	\$ 22,829.00	\$ 142,034.19
822	Fundraising - PFC Annual Soiree - Kidstuff	\$ 8,832.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,832.98
824	Fundraising - PFC Annual Soiree - Administrative Allocation	\$ 5,802.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,802.11
825	Capital Projects Fund	\$ 21,578.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,578.00
827	Fundraising - Mission Moments	\$ 1,284.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,284.02	\$ -
828	Fundraising - Early Care & Education Initiatives	\$ 2,634.54	\$ -	\$ -	\$ -	\$ -	\$ 464.04	\$ -	\$ (345.00)	\$ 2,185.94	\$ 448.60
897	Sales Tax	\$ (22,258.15)	\$ -	\$ 5,361.14	\$ -	\$ 27,619.29	\$ 868.61	\$ 3,239.44	\$ 1,359.35	\$ 10,828.54	\$ (5,467.40)
899	Interest Income (from Investment Funds)	\$ 18,213.11	\$ 450.96	\$ 354.69	\$ 246.00	\$ 3,213.49	\$ -	\$ -	\$ (348.29)	\$ (348.29)	\$ 21,774.89
904	Forfeited FSA	\$ 578.02	\$ 253.00	\$ -	\$ -	\$ 253.00	\$ (39.58)	\$ 4.25	\$ 4.25	\$ (5.58)	\$ 836.60
905	Employee Withholding	\$ 676.15	\$ 23,492.19	\$ 23,313.68	\$ 28,262.96	\$ 225,138.37	\$ 27,800.09	\$ 17,686.31	\$ 27,601.84	\$ 222,722.01	\$ 3,092.51
	Sub-total for Unrestricted Funds	\$ 844,063.70								Sub-total	\$ 918,481.45

Partnership for Children of Cumberland County, Inc.

**All Funding Sources
Fiscal Year 2018 - 2019**

FUND CODE	July 1, 2XXX Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
		January	February	March	YTD	January	February	March	YTD	
INFORMATION TECHNOLOGY										
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ 75.81	\$ 289.85	\$ 292.50	\$ 2,120.54	\$ (2,120.54)
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
994	IT - Outside Agencies	\$ 93,513.32	\$ 21,082.83	\$ 11,865.00	\$ 7,669.00	\$ 104,939.14	\$ 7,548.56	\$ 6,366.10	\$ 12,321.57	\$ 75,636.39
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 879.01	\$ 2,754.29	\$ 5,721.30	\$ (5,721.30)
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-total for Information Technology		\$ 93,513.32							Sub-total	\$ 114,974.23
OTHER FUNDS										
599	Cumberland Community Foundation Endowment	\$ 31,384.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,384.00
Sub-total for Other Funds		\$ 31,384.00							Sub-total	\$ 31,384.00
TOTAL		\$ 1,151,020.53							TOTAL	\$ 1,294,984.75

ADDITIONAL SUMMARIZED INFORMATION
USR
<i>Operating Cash</i> 19,802.01
<i>Investments</i> 488,679.97
\$ 508,481.98

NCPK
<i>Operating Cash</i> (134,673.84)
<i>Cash Advance</i> -
\$ (134,673.84)

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

Cash & In-Kind Contributions Report
Fiscal Year 2018/2019

Total Smart Start Allocation:	\$ 6,598,689.00
Target Cash & In-Kind Required (19%):	\$ 1,253,750.91
Target Cash Required (≥13%):	\$ 857,829.57
Target In-Kind Required (±6%):	\$ 395,921.34

1

CASH DONATIONS		January	February	March	Y-T-D
Cash Donations - In-House					
Board & Committee Donations	501-4410	\$ 200.00	\$ 550.00	\$ 225.00	\$ 1,945.00
Staff Donations	501-4410	\$ -	\$ 10.00	\$ 10.00	\$ 391.00
Donations - General Admin Operations	501-4410	\$ 479.67	\$ 7,542.45	\$ 756.85	\$ 13,368.05
Donations - General CCR&R	501-4410	\$ -	\$ 1,025.00	\$ -	\$ 1,025.00
Donations - Reach Out & Read	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - General PD&C	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - General PFCRC	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - PD&C KidStuff	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - CCR&R Angel Tree	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - Vending Machine Proceeds	515-4410	\$ 116.79	\$ 60.02	\$ 22.71	\$ 406.53
Donations - PFC Annual Engagements	531-4410	\$ -	\$ -	\$ -	\$ -
Donations - Forward March Conference	806-4830	\$ -	\$ -	\$ 1,500.00	\$ 25,330.66
Donations - Fundraising Events 2018	820-4611	\$ -	\$ -	\$ -	\$ 1,789.09
Donations - Fundraising Events 2019	820-4611	\$ 4,000.00	\$ 19,500.00	\$ 3,310.00	\$ 28,810.00
Donations - Fundraising Event Sales 2018	820-4601	\$ -	\$ -	\$ 23,552.00	\$ 23,577.00
Donations - Fundraising Event Sales 2019	820-4601	\$ -	\$ -	\$ -	\$ -
Program Income - Rent from Resource Center I	801-4824	\$ 3,644.09	\$ 6,462.63	\$ 5,124.70	\$ 37,807.67
Program Income - Conference Room Rental RCI	801-4762	\$ -	\$ 125.00	\$ 150.00	\$ 275.00
Program Income - Nurturing Parenting Workshop Ft	801-4836	\$ -	\$ -	\$ -	\$ 450.00
Program Income - Tenant Copier Fees	801-5311	\$ -	\$ -	\$ -	\$ 143.92
Program Income - CCR&R Workshop Fees	801-4823	\$ 1,905.00	\$ 1,370.00	\$ 1,840.00	\$ 11,030.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ 91.63	\$ 135.08	\$ 100.25	\$ 857.53
Program Income - PDCC IACET Workshop Fees	801-4822	\$ 725.00	\$ 375.00	\$ 250.00	\$ 3,250.00
Program Income - PD&C Services	801-4834	\$ -	\$ -	\$ -	\$ -
Program Income - PD&C KidStuff	801-4834	\$ -	\$ -	\$ -	\$ -
Program Income - Summer Camp Expo	801-4833	\$ -	\$ -	\$ -	\$ -
Program Income - Other	801-4827	\$ -	\$ -	\$ -	\$ -
Program Income - Rent from Resource Center II	812-4761	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 42,750.00
Cost Reduction - Car Seat Program Parent Fees	146-6902	\$ 180.00	\$ 100.00	\$ 220.00	\$ 1,020.00
Quality Enhancement - Cash Matches	144-6904	\$ -	\$ -	\$ -	\$ -
Cost Reduction - Unlimited Online Learning	144-5317	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Total Cash Donations - In-House		\$ 16,092.18	\$ 42,005.18	\$ 41,811.51	\$ 194,226.45

Cash Donations - Direct Service Providers					
1st Quarter (July - September)					\$ 3,798.05
2nd Quarter (October - December)					\$ -
3rd Quarter (January - March)			\$ 2,118.25		\$ 2,118.25
4th Quarter (April - June)					\$ -
PFC Child Care Subsidy Parent Fees					\$ -
Total Cash Donations - Direct Service Providers		\$ -	\$ -	\$ 2,118.25	\$ 5,916.30

TOTAL CASH DONATIONS	\$ 16,092.18	\$ 42,005.18	\$ 43,929.76	\$ 200,142.75
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2

GRANTS					
Carmax Foundation (100% Private Grants)	536-4426				\$ -
WalMart Foundation (100% Private Grants)	533-4423				\$ -
Raising A Reader (100% Private Grants)	534-4420				\$ -
Kohl's Corporate Grants (100% Private Grants)	518-4420				\$ 971.00
Cumberland Community Foundation (100% Private	535-4425				\$ -
TOTAL GRANTS		\$ -	\$ -	\$ -	\$ 971.00

3.0%

IN-KIND DONATIONS					
In-Kind Donations - In-House					
In-Kind Donations - Volunteer Time		\$ 7,800.94	\$ 4,704.11	\$ 9,773.25	\$ 47,877.15
Discounts on Materials - Kaplan					\$ -
Discounts on Materials - Brame					\$ -
Discounts on Materials - Discount School Supply					\$ -
Discounts on Materials - Lakeshore					\$ -
Discounts on Software - Techsoup Stock					\$ -
Donations - Other In-Kind					\$ -
PFC Staff Donations - Supplies and Mileage					\$ 242.98
PFC Board Member Donations - Supplies and Mileage					\$ -
Total In-Kind Donations - In-House		\$ 7,800.94	\$ 4,704.11	\$ 9,773.25	\$ 48,120.13

In-Kind Donations - Direct Service Providers					
1st Quarter (July - September)					\$ 15,500.48
2nd Quarter (October - December)					\$ 35,657.67
3rd Quarter (January - March)			\$ 7,896.85		\$ 7,896.85
4th Quarter (April - June)					\$ -
Total In-Kind Donations - Direct Service Providers		\$ -	\$ -	\$ 7,896.85	\$ 59,055.00

TOTAL IN-KIND DONATIONS	\$ 7,800.94	\$ 4,704.11	\$ 17,670.10	\$ 107,175.13
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1.6%

3

GRAND TOTAL	\$ 23,893.12	\$ 46,709.29	\$ 61,599.86	\$ 308,288.88
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4.7%

TARGET REMAINING	\$ (945,462.03)
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4

- 1 - Current Month Reporting
- 2 - YTD Cash Reported
- 3 - YTD In-Kind Reported
- 4 - Amount remaining to reach target

26

MEMBERS PRESENT: Hank Debnam, Jim Grafstrom, Sandee Gronowski, Dr. Meredith Gronski, Van Gunter and Wanda Wesley
MEMBERS ABSENT: Amy Cannon, Angela Crosby, Dr. Marvin Connelly and Michael Hardin, Alana Hix (D), Perry Melton and Chas Sampson
NON-VOTING ATTENDEES: Pamela Federline, Belinda Gainey, Marie Lilly, Rose Mallon, Carole Mangum, Sharon Moyer and Mary Sonnenberg

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of Quorum & Call to Order – Jim Grafstrom, Chair A. Introduction 1. Pamela Federline B. Fundraising and Friend Raising 1. Board Donations 31% a. Cash and In-Kind b. PFC 10-10 Club 2. Volunteer Forms	<p>The scheduled meeting of the Executive Committee was held at the PFC Family Resource Center at 351 Wagoner Drive, Fayetteville, NC, on Thursday, February 21, 2019, and beginning at 9:04 am pursuant to prior written notice to each committee member. Jim Grafstrom, Chair, determined that quorum was present and called the meeting to order. Belinda Gainey was Secretary for the meeting and recorded the minutes.</p> <p>A.1. Pamela Federline, Vice President of Planning and Evaluation, was introduced to the Executive Committee.</p> <p>B.1. Jim reported to the members that PFC is at 31% Board donations. Each member was asked to contact those individuals assigned to them per the matrix that was distributed and remind them to give a donation.</p> <p>B.1.a. Mary Sonnenberg reported that the board donations does assist with the Cash and In-Kind and meeting the required match.</p> <p>B.1.b. Sharon Moyer stated that participation in the PFC 10-10 Club and Soirée sponsorships do count toward board donations. Sponsorship, auction and dessert dash forms were provided at the meeting.</p> <p>B.2. Jim asked the members to fill out the volunteer form if they read the packet prior to coming to the meeting.</p>	<p>Called to Order</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p>
II. Consent Agenda – Providing Oversight (Section VI.A.) <i>(Please Reference Agenda)</i>	<p>Jim Grafstrom requested a motion to accept the Executive Committee Consent Agenda Section VI.A.</p> <p>Van Gunter moved to accept the Executive Committee Consent Agenda Section VI.A. as presented. Hank Debnam seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous.</p>	<p>Motion Carried</p>	<p>None</p>
III. President’s Report A. North Carolina Partnership for Children (NCPC) / Legislative Update B. Grant Opportunities C. NCPC 25th Celebration, March 2, 2019, 7:00pm-11:00 pm, Marbles Kids Museum D. PFC Bake Sale, March 21, 2019	<p>Mary Sonnenberg gave the President’s Report;</p> <p>A. North Carolina Partnership for Children (NCPC) / DCDEE Updates / Legislative Updates</p> <p>1. NCPC – MAC recommendations were approved by the NCPC Board in January. PFC is a MAC lead and was part of the workgroup reviewing processes and funding. This accounting support is critical to the network. We currently have five partnerships as part of our MAC site. The recommendations include stringent staff qualifications and interview processes for accounting staff providing accounting services to other</p>	<p>None</p>	<p>None</p>

<p>E. Forward March Conference, May 30-31, 2019, Iron Mike Center</p> <p>F. 40 Under 40 Class of 2019</p> <p>G. Pathways for Prosperity</p> <p>H. NCImpact</p>	<p>partnerships. Funding is being increased to support the MAC system.</p> <p>2. NC Legislature – The long 2-year budget session has begun. This is expected to be a “long” long session. One of the key issues on the table is Medicaid Expansion. HB 124 has been filed by Representatives Dobson, Murphy, Lambeth, and Jackson requesting \$20M in new funding for Smart Start. Focus areas of Smart Start’s legislative agenda include home visiting and parenting programs, childcare subsidies, early health and development programs, quality early learning environments and early literacy programs. Smart Start’s legislative agenda also supports capacity building for NC Pre-K for implementation and expansion, access to high-quality infant and toddler care and increased education and compensation for teachers of infants and toddlers. THINK BABIES Policy agenda focus areas: Health support including workplace accommodations, home visiting and parent education programs, paid family and medical leave, access to high-quality infant and toddler care and increased education and compensation for teachers of infants and toddlers.</p> <p>3. Early Childhood Action Plan for children birth through age eight - The final plan will be launched at an Early Childhood Summit that is scheduled for February 27 in Raleigh. Governor Cooper’s office just announced the award of a \$4.5M preschool development grant from the U.S. Administration for Children and Families Office of Child Care (in the U.S. Health and Human Services budget).</p> <p>B. Grant Opportunities –</p> <p>1. Infrastructure Grant Opportunities – The Longleaf Foundation has opened its grant cycle and includes an additional category for Hurricane Florence Recovery. The request can be from \$50,000-100,000. We will be applying for this funding. The due date is March 7. Other funding streams are being investigated. There may be the opportunity to apply for a Community Block Grant since we provide public services through our Family Resource Center.</p> <p>2. Collaborations with Cumberland County Library – The library has been awarded a Women’s Giving Circle grant for a Story Walk. We collaborated with them on the grant. The library is also pursuing a state library grant for a pop-up library to provide mobile services. We are a partner agency in this grant and will utilize the opportunity to extend outreach services and materials if the grant is awarded.</p> <p>C. NCPC 25th Celebration March 2, 2019, 7:00 pm – 11:00 pm, Marbles Kids Museum in Raleigh. Staff and several board members are attending.</p> <p>D. PFC Bake Sale & Lunch – March 21, 2019. Lunch items and baked goods will be for sale prior to the Board meeting. Proceeds go towards staff development and team building activities.</p> <p>E. Forward March Conference – May 30 & 31, 2019. The location of the conference is at the Iron Mike Conference Center. The VIP dinner is being held at the Airborne and Special Operations Museum May 30. We are promoting attendance at the conference.</p> <p>F. 40 Under 40 Class of 2019 – We have three board members who are part of this year’s</p>	
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	<p>class of community leaders. Please help us in congratulating them: Dr. Meredith Gronski, Ayesha Neal, and Chas Sampson.</p> <p>G. Pathways for Prosperity – Annual Community Accountability meeting Saturday, February 23 10:00 am-Noon at DSS. PFC will report on the Early Childhood goal in the Community Action Plan.</p> <p>H. NCImpact – PFC and other partner agencies have been contacted by UNC Public TV to participate in interviews around Cumberland County’s Community Child Abuse Prevention plan. Filming will be during the first week of March, with the episode scheduled to air in April to highlight Child Abuse Prevention month.</p>		
<p>IV. Establishing a Strategic Direction for the Future</p> <p>A. Board Development</p> <ol style="list-style-type: none"> 1. Board Priorities Update[^] 2. FY 19/20[^] <ol style="list-style-type: none"> a. Board Members 1st Term Ending June 30, 2019 <ol style="list-style-type: none"> i. Sarah Pitts ii. Marcus Hedgepeth b. Potential Board Officers <ol style="list-style-type: none"> i. Chair – Chas Sampson (confirmed) ii. Vice Chair – Ayesha Neal iii. Treasurer – Sandee Gronowski iv. Secretary – Dr. Meredith Gronski c. Committee Chairs <ol style="list-style-type: none"> i. Board Development – Ayesha Neal (upon confirmation) ii. CCR&R – Wanda Wesley iii. Facility & Tenant and Human Resource – Hank Debnam iv. Finance – Sandee Gronowski (upon confirmation) v. P&E – Amy Cannon vi. PED – Mike Hardin d. Open Board Positions (see matrix) B. MAC Updates[^] C. Annual Submission of Activities (ASA)[^] D. PFC Investments[^] E. PFC Credit Card[^] F. Soirée, March 16, 2019[^] 	<p>A.1. Mary Sonnenberg reported on the Board Priorities – NC Pre-K, Community Engagement and Infrastructure.</p> <p>Priority 1 – NC Pre-K: PFC held its first NC Pre-K Application Day on Saturday, February 9th at the Crown. During the event 188 applications were received from 183 families. First and second verifications were completed during the event. PFC will target several events to receive applications. Wanda Wesley reported that the Cumberland County School system has begun registration with the public school system thru March 29 and are asking everyone who comes to register to complete the NC Pre-K registration as well since the school system is unable to serve all who complete their registration. Mary stated that the first goal of NC Pre-K is to do a first run of prioritizations in the beginning of April. NC Pre-K applications are also being dropped off at PFC.</p> <p>Priority 2 – Community Engagement: Working Soiree and continuing to look for opportunities to get the message of PFC out in the community. Radio interviews have been done to talk about the Soiree and work that PFC does in the community.</p> <p>Priority 3 – Infrastructure: Looking at different areas for funding; input was received from the Facility and Tenant Committee. PFC is working on completing RFAs for renovation projects and is considering obtaining a line of credit. A RFP has been drafted to receive the best rate, with the building as collateral. The plan is to have the RFP list the specifics of what needs are to be completed. Hopefully PFC can find one contractor who will be able to oversee all the renovation projects.</p> <p>Contacts were provided at the Facility and Tenant Committee meeting of individuals who may be able to assist.</p> <p>A.2.a. Mary reported that there are two board members, Sarah Pitts and Marcus Hedgepeth, whose board term will end on June 30, 2019. Sarah has a conflict attending the meetings due to her work schedule and Marcus is planning to retire soon and does not wish to serve a second term.</p> <p>A.2.b. Mary reported that the following individuals have agreed to serve a board officers if approved by the board:</p> <p>Vice Chair – Ayesha Neal Treasurer – Sandee Gronowski Secretary – Dr. Meredith Gronski</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>

	<p>A.2.c. Mary reported that Chas Sampson has contacted the following individuals and they have agreed serve as a committee chair: Board Development – Ayesha Neal (upon confirmation) CCR&R – Wanda Wesley Facility & Tenant and Human Resource – Hank Debnam Finance – Sandee Gronowski (upon confirmation) P&E – Amy Cannon PED – Mike Hardin</p> <p>A.2.d. Mary reported that the board matrix is included in the committee packet and lists all the open board positions.</p> <p>B. Mary reported that she and Marie Lilly attended a MAC meeting in January 2019. NCPC is looking to increase the MAC program by \$500,000. There is no new money, so monies are being moved around to increase the funding. The monies will be received from a decrease of Smart Start funds from partnerships across the network. PFC has already determined from where the monies would come. If Smart Start receives new money, the MAC money may come from Smart Start.</p> <p>C. Mary reported that PFC submits all activities and budgets to NCPC on an annual basis. PFC is currently reviewing all the information and this material will be reviewed at full board on March 21, 2019.</p> <p>D. Mary reported that signature cards were completed and all the investment monies will be distributed within the next day or so. Mary will meet with Charles Morris to set up the E-Trade account.</p> <p>E. Mary reported that the American Express card which was issued for Marie Clark has been cancelled and an American Express card has been issued for Marie Lilly.</p> <p><i>A recommendation was made to add an item to the agenda – PFC Line of Credit. Van Gunter moved to accept adding PFC Line of Credit to the agenda as presented. Hank Debnam seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous.</i></p> <p><i>F. A recommendation was made for PFC to pursue a line of credit. RFPs will be completed and once bids are received they will be reviewed by the Finance Committee. Van Gunter moved to accept PFC pursuing a line of credit as presented. Hank Debnam seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous.</i></p> <p>G. Sharon Moyer reported that forms that will assist with the Soirée are available. All donations, no matter what size, are being accepted. The goal for the event is \$63,000. Volunteers are needed to assist with the event.</p> <p><i>Not on agenda:</i> Sharon reported that KidStuff is being held in April. This year PFC will be located on Gillespie Street in front of the children’s museum. PFC is seeking service providers to participate. PFC will only participate at KidStuff on Saturday, April 27, 2019.</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>Motion Carried</p> <p>Motion Carried</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>
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<p>V. New Business</p> <p>A. NC Pre-K Update ^Δ</p> <p>B. Financials</p> <p>1. Financial Reports: January 2019 ^Δ</p> <p>a. Smart Start</p> <p>b. NC Pre-Kindergarten</p> <p>c. DCDEE – Region 5</p> <p>d. All Funding Sources</p> <p>e. Cash and In-Kind</p> <p>C. Smart Start Conference, April 29-May 2, 2019 ^Δ</p> <p>1. Leadership Symposium</p> <p>2. Luncheon</p>	<p>A. Mary Sonnenberg reported that not all NC Pre-K classes at child care centers are full. Some of the centers are having issues finding qualified teachers. The State is now doing away with lateral license so teachers who have a lateral license must make sure all their information is completed.</p> <p>B.1. Marie Lilly, Mary Sonnenberg, Anna Hall and Carole Mangum provided an overview of the January financial reports with the committee.</p> <p>B.1.e. Anna Hall provided an overview of the Cash and In-Kind Report.</p> <p>C. Mary reported that the National Smart Start Conference is being held April 29-May 2, 2019. Board members are invited to attend. If interested, contact Belinda Gainey. Once further information is received, it will be emailed to board members.</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>
<p>VI. Consent Items/Items for Information (See Agenda)</p>		<p>None</p>	<p>None</p>
<p>VII. Adjournment – Chas Sampson, Vice-Chair</p>	<p>As there was no further business, the meeting was adjourned at 10:21 am.</p>	<p>Adjourned</p>	<p>None</p>

Submittal: The minutes of the above stated meeting are submitted for approval.

Secretary of Meeting

Date

Approval: Based on Committee consensus, the minutes of the above stated meeting are hereby approved as presented and/or corrected.

Committee Chair

Date

Planning and Evaluation Committee Recommendations
Meeting of April 9, 2019

I. Action Taken

1. The February 12, 2019 Planning and Evaluation (P&E) committee meeting minutes were reviewed and approved as presented unanimously.
2. The P&E committee recommended with a unanimous vote that the Board or Executive committee accept the Formal Site Visit forms contingent on follow-up by the Planning and Evaluation team prior to the May PFC Board meeting.
3. The P&E committee recommended with a unanimous vote that the Board or Executive committee approve an updated 2018-2021 Smart Start allocation contingent on increased funding from NCPC.

II. Information

1. Annual submission of activities reviewed.
2. Hoke Monitoring update given by Pamela.
3. The Board and committee calendar was shared with the P&E committee.
4. Continued committee participation was discussed.
5. The Family Needs Assessment updates were discussed.
6. Pamela reviewed the status of hiring an Administrative Specialist in the P&E department.
7. Susan discussed the status of the quarterly desktop monitoring.
8. The next P&E meeting will be June 11, 2019

Facility and Tenant Committee Recommendations
Meeting of April 15, 2019

RECOMMENDATIONS

1. Lease of approval for Carolina Center for ABA & Autism Services to include the use of 2 desks and 2 bookshelves. (verbiage to be included in the lease agreement)

2. The current lease language requires that tenants submit a background check for all employees working from the leased space. The Partnership is currently negotiating for a lease application with the Barry Robinson Center, an accredited mental health facility. As such, they are required to perform rigorous background screenings on all employees, but they have a policy that prohibits releasing the information contained in those screenings to other persons or organizations. The Facility & Tenant Committee recommends permitting this tenant, in the event that they submit an application that is subsequently approved, to submit a signed and notarized affidavit testifying as to the nature of their background screening policy and accepting termination of any resulting lease agreement as a consequence of any incident resulting from inappropriate behavior of any of their employees, agents or representatives while occupying the leased premises.

CCR&R Advisory Committee Information Meeting for April 11, 2019

Action: None.

Information:

- 1) Wanda Wesley, Committee Chair, called meeting to order and introduced the new Co-Chair, Ayesha Neal.
- 2) Mary Sonnenberg, President, shared highlights from the President's Reports that included information relating to:
 - NC Legislative updates
 - Cumberland County Legislative Delegation Meeting updates
 - Month of the Young Child Activities
 - Forward March Conference
 - NCImpact
 - Family Connects
 - Think Babies Grant updates
- 3) Carole Mangum, Grants Manager, provided an overview of the Financial Summaries for January & February 2019.
- 4) Candy Scott, CCR&R Vice President, provided an overview of the CCR&R Administration Report & Updates. The Report included information regarding:
 - Think Babies Grant Update
 - New Rules for the Rated License and Minimum Standards
 - Week of the Young Child Activities
 - New Staff: Barbie Williams, Family Support Caseworker & Toni Gross, Early Childhood Consultant
 - Opening Positions: Family Support Coordinator & Family Support Administrative Specialist
 - FY 19-20 Committee Schedule
- 5) CCR&R Department Units gave the following programmatic updates:
 - Family Support – In process of new staff for open positions. Outreach Events, and Child Care Subsidy (TANF and NonTANF).
 - NC Pre-K – FY19/20 program status and county recruitment updates.
 - Professional Development Career Center – Summer Registration will be held April 22nd – 26th, Prevent Child Abuse & Neglect Conference will be held on April 13th at Cumberland County Department of Social Services, Regional Conference will be held April 27th in Scotland County
 - Early Educator Learning Summit will be held on June 8th at Fayetteville State
 - Region 5 – School-age Project will conduct training on challenging behaviors using outdoor activities and natural environment, New data system – Work Life System will be utilized to

track consumer education referrals, technical assistance, and professional development activities in FY19-20

- Technical Assistance – no additional information to report

6) Pre-K Workgroup/Presentation – Ar-Nita Davis, NC Pre-K Coordinator and candy Scott, CCR&R Vice President:

- The CarMax Foundation Grant Update
- Community Recruitment Event Calendar
- Cumberland County Transition Plan
- Group Activity – Identifying Strategies
- Next Steps