

Facility & Tenant Committee

Meeting Agenda

Quorum = 3 (50%) (Total Committee Members = 6)

Monday, August 17, 2026

11:30 am – 12:30 pm

Hybrid Meeting

Please sign in via the CHAT room for Teams attendance

Be the Driving Force . . .

- I. Determination of Quorum & Call to Order – Joe Deaton, Chair**
- II. Approval of Minutes – July 20, 2026***
- III. Lease Approvals and Renewals***
 - A. Applicants- New
 - 1. Chosen Resource Center- James Gray- Suite 130-Option 1
 - B. Renewals- None
- IV. Lease payment update ^Δ**
- V. Space availability report ^Δ**
- VI. Sustainability Workgroup Report ^Δ**
- VII. Information**
 - A. Next scheduled meeting: Monday, September 21, 2026, from 11:30 a.m. – 12:30 p.m.
- VIII. Adjournment – Joe Deaton, Chair**
 - * Needs Action ^Δ Information Only ! Possible Conflict of Interest (Recusals)
 - ^e Electronic Copy (Hard copies are available upon request)



Partnership for Children of Cumberland County, Inc. (PFC)
Hybrid Facility & Tenant Committee Meeting Minutes
July 20, 2026 (11:32 a.m. – 12:03 p.m.)
Be the Driving Force



MEMBERS PRESENT: IP-Joe Deaton, IP-Martin Swinney, V-Al Brunson
MEMBERS ABSENT: Haja Jallow-Konrat, John Bantsolas, Ebone Williams
NON-VOTING ATTENDEES: IP-Marie Lilly, IP- Karen Staab, IP- Kesia Wilson, IP-Michelle Downey, IP-Mike Yeager, IP- Jeremy Julch, IP- Carolin Hardy
IP-Attended in person, V- Attended Virtually

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of Quorum & Call to Order – Joe Deaton – Committee Chair	The hybrid meeting of the Facility & Tenant Committee was held on Monday, July 20, 2026, beginning at 11:32 a.m. pursuant to prior written notice to each committee member. Joe Deaton – Committee Chair, determined that a quorum was present and called the meeting to order. Carolin Hardy was the Secretary for the meeting	Called to Order	None
II. Approval of Minutes A. June 08, 2026*	The June 08, 2026, minutes were previously distributed electronically to committee members for review. The chair asked for a motion to approve the minutes. Al Brunson moved to accept the meeting minutes as is. Martin Swinney seconded the motion. The motion carried.	Motion Carried	None
III. Lease Approvals and Renewals* A. Applicants: New 1. Mindful Journey Behavioral Health, PLLC- Anais Mendieta-Rm 2306 (Suite 324) 2. Evolve Therapy & Wellness, PLLC- Roxxy Eppinger- Rm 2346 (Suite 313) B. Renewals- None	Presented by Mike Yeager: A. Applicants: New 1. Mindful Journey Behavioral Health, PLLC- Anais Mendieta-Rm 2306 (Suite 324): a. Ms. Mendieta requested the available 106-square-foot office, with a possible lease start date of August 1, 2026, pending coordination with Michelle Downey. She submitted the organization’s mission and vision statements and a letter of intent for office space. A criminal background check completed through the Clerk of Court revealed no issues dating back to 1982, and her Navy Federal Credit Union account was confirmed to be in good standing. 2. Evolve Therapy & Wellness, PLLC- Roxxy Eppinger- Rm 2346 (Suite 313): b. Ms. Eppinger requested the available 124-square-foot office, her anticipated lease start date is August 1, 2026, subject to confirmation. She submitted the organization’s mission and vision statements. The criminal and federal background checks were reviewed with no concerns noted, and documentation from USAA confirmed that she is in good standing with the financial institution. Mr. Yeager recommended approval of fitness for tenancy. Martin Swinney motioned for approval of fitness of tenancy for both, Mindful Journey Behavioral Health, PLLC and Evolve Therapy & Wellness, PLLC. Al Brunson seconded the motion. The motion carried.	Motion Carried	Take to Board of Directors for Approval
IV. Lease Payment update ^D	Presented by Michelle Downey and Mike Yeager: Delmar Counseling Services has not paid its July rent and incurred another 10% late fee. The tenant continues a pattern of paying shortly before a 30-day termination notice could be issued and then falling behind again the following month.		

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	• Due to this payment history, Delmar was intentionally granted only a one-year lease beginning July 1, 2026. The tenant was advised that its payment history would be monitored by the committee and Board and considered before the next renewal in June 2027. • The committee agreed it was too early to notify Delmar of a possible nonrenewal. Mr. Yeager will attempt to discuss the late-payment pattern and unnecessary late-fee expenses with the tenant in person. • Inner Pathways' recurring July payment was declined despite the account information appearing correct. Ms. Downey sent multiple emails without receiving a response. The issue may be related to the tenant traveling outside the country. Although a late fee was incurred, Inner Pathways does not have a history of payment concerns. • All other tenants were current on their lease payments.	None	None
V. Space Availability Report ^D	Presented my Mr. Yeager: • An organization that initially expressed interest in the surplus furniture was unable to proceed. Approximately 15 desks, file cabinets, bookcases, office chairs and fabric armchairs remain available. Goodwill and three other agencies are not accepting large desks due to limited space and demand. The fabric chairs are also difficult to clean and disinfect. • One individual expressed interest in a desk from Suite 170; however, staff recommended retaining the newer desks for possible future Partnership needs. • Available spaces include a 253-square-foot combined interior office and Suite 345, a 374-square-foot "glass room" that has received no recent interest. Room 2306 was requested by Mindful Journey Behavioral Health, and Room 2346 was requested by Evolve Therapy & Wellness. • A current tenant was expected to relocate from Suite 411 to Suite 125 but has decided to remain. Approximately four to five offices in Suite 411 are still available. • The building has approximately 5,534 square feet of leasable space available. The occupancy rate is 81.8%, with 18.2% vacant, excluding common areas. One additional prospective tenant expressed interest but has stopped responding. Mr. Yeager will continue following up. • The committee requested a comparison of the monthly rental income lost when Boys and Girls Homes vacate and the anticipated income from Mindful Journey Behavioral Health and Evolve Therapy & Wellness. Boys and Girls Homes is a nonprofit tenant, while both incoming tenants are for-profit and subject to different rental rates. Staff will provide financial comparisons following the meeting.	None	None
VI. Sustainability Workgroup Report ^D	Presented by Mary Sonnenberg and Mike Yeager: • The Sustainability Workgroup has not met since the previous committee meeting. However, staff and committee members met with NCPC and DCDEE representatives on June 17, 2026, both in person and virtually.		

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	• NCPC and DCDEE will serve as intermediaries, while DHHS Property and Construction will determine any repayment obligation related to a potential building sale. Staff will compile the requested questions, financial figures, and property information. The review may take approximately 12 to 18 months. • Preliminary information indicates that the Partnership may be required to repay more than \$2 million in restricted state funds if the building is sold. A similar repayment was required when the Brunswick County Partnership sold its property. DHHS will determine the final amount after reviewing the documentation. • Staff will explore whether the repayment can be reduced, offset, or partially forgiven. Senator Val Applewhite discussed options she may be willing to present on the Partnership's behalf once the required figures are submitted to DHHS. The lack of written guidance may make the process more challenging. • The committee discussed the financial burden of maintaining the building. State funds may be used for rent but generally cannot support capital or building-operating expenses. Although the allowable capital amount increased from \$5,000 to \$100,000, major repairs remain challenging. Eligible HVAC and carpeting expenses are allocated when they qualify as general wear and tear. • A significant water leak was reported in Belinda's office near the Phase One exterior bump-out and membrane roof following a major storm. Wind-driven rain may have contributed to water entering through the sheetrock ceiling near three light fixtures. • WX, the original Phase One contractor, responded and was scheduled to inspect the leak the following day. Staff will continue monitoring the area. • Operating expenses, funding restrictions and recurring maintenance concerns remain key reasons the Partnership is considering a potential sale of the property	None	None
V. Information	The next meeting will be held on Monday, August 17, 2026, from 11:30 a.m. – 12:30 p.m.	None	None
VII. Adjournment – Joe Deaton – Committee Chair	As there was no further business to discuss, Al Brunson made a motion to adjourn the meeting. Martin Swinney seconded the motion. The meeting was adjourned at 12:03 p.m.	None	None

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

General Ways to Support PFC's Community Engagement & Fund/Friend-Raising Efforts

- **Follow PFC on Social Media** — Stay connected and help broaden our reach.
- **Share PFC Social Posts** — Amplify visibility by sharing posts across personal and organizational networks.
- **Promote Events Within Your Networks** — Deepen community reach by sharing event information widely.
- **Distribute Marketing Materials** — Share flyers, graphics, and promotional materials in your circles.
- **Become a Sponsor** — Provide financial or in-kind support for PFC events.
- **Connect Us to a Sponsor** — Introduce PFC to potential sponsors or partners.
- **Volunteer at Events** — Serve on-site during activities, engagement stations, or logistics.
- **Recruit Volunteers** — Engage networks to help secure volunteers for event operations.
- **Speak Out About Your Support** — Share why you volunteer and encourage others to support PFC.

Event-Specific Asks – Ways to Engage to Make an Impact

Little Land: Down on the Farm (Sept 4–13) Crown Expo (times TBD by CC Fair)

- Share PFC Social Posts
- Promote Event Within Your Networks
- Volunteer at Event
- Recruit Volunteers

Kindness Awards – Smart Start Month (Week of Sept 21) Locations at selection of each honoree

- Nominate a Kindness Award Honoree
- Volunteer to attend a Kindness Award Honoring
- Share PFC Social Posts
- Promote Event Within Your Networks

Grilled Cheese Festival (Nov 7, 1–5 PM) Dirt Bag Ales & Taproom

- **Purchase GCF Tickets** — Support the fundraiser. **Ticket Link:** ccpfc.org/cheesy/
- **Recruit Food Trucks for GCF** — We need **four additional food trucks**.
- **Secure an Event Sponsor for GCF**
- **Recruit Table Sponsors for GCF**
- **Volunteer at Events**
- **Sponsor the event on some level**
- **Recruit Volunteers**
- **Share PFC Social Posts**
- **Promote Event Within Your Networks**
- **Distribute Marketing Promotional Materials**

Barnes & Noble Holiday Book Drive (Mid-Nov to Mid-Dec exact dates TBD by BN Corp.) Fayetteville Location (during their hours of operation)

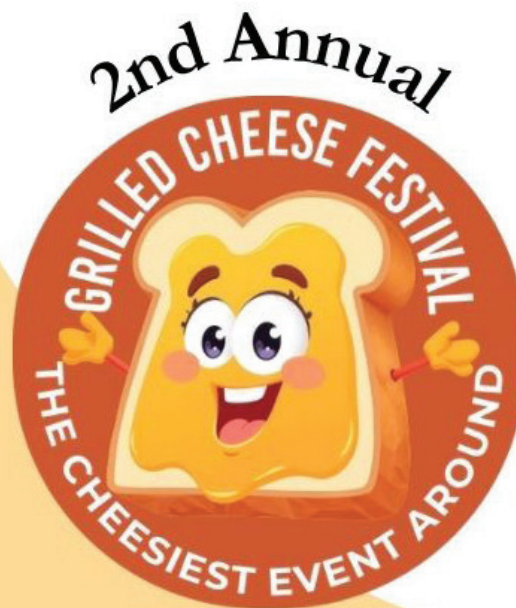
- **Purchase a Book During the Book Drive** — Support literacy initiatives and thank BN for over a decade of partnership.
- **Share PFC Social Posts**
- **Promote Events Within Your Networks**

Giving Tuesday Campaign (Nov 23–Dec 1) Online and Printed Giving Guide via Cumberland Community Foundation

- **Donate to the Giving Tuesday Campaign**
- **Speak Out About Your Support & Why Others Should Give**
- **Share PFC Social Posts**
- **Promote Event Within Your Networks**

Little Land: BIG Play for Families (March 13, 2027) Crown Expo Pre-setup March 12th 12-4, 10am-2pm actual event time, Breakdown 2-4pm

- **Volunteer at Event**
- **Recruit Volunteers**
- **Share PFC Social Posts**
- **Promote Event Within Your Networks**
- **Connect Us to a Sponsor**
- **Become a Sponsor**



*Proceeds benefit
essential services
and programs that
help children and
families succeed.*

Who will be **THE BIG CHEESE?**

It's **NACHO** average competition -
it's **GOUDA** be great!



**SCAN FOR
TICKETS!**

- Grilled Cheese Competition
- Craft Beer Pairings
- Family Friendly
- Vendor Market
- Live DJ Five Star Entertainment

Sponsorship & Volunteer Opportunities

Get Your Tickets Today!
ccpfc.org/cheesy/



**Saturday,
November 7, 2026
1:00–5:00 PM**

**DIRTBAG ALES BREWERY
& TAPROOM**
5435 Corporation Dr, Hope Mills, NC
28348

