



**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**1700 RIDGE ROAD**  
**GREENVILLE, SC**  
**MAY 25, 2023**  
**4:30 PM**

**Members Present:**

Bryant Nixon, Chair  
Jason Strand, Vice Chair  
Clyde Baucom, Treasurer  
Peter Mathias  
George McLeer, Sr.  
Bern Mebane  
Autumn Shearin

**Members Absent:**

Bob Ariail  
Paul Hamberis

**Staff Present:**

Tyler Rex, Executive Director  
David Bright  
Sandy Brown

Al Hill  
Peggy White  
Stacy Whitsel

**Call to Order:** A quorum was present in person and virtually, and the meeting was called to order by Bryant Nixon, Chair, at 4:32 PM.

**Public Comments:** The parents of an individual read a statement concerning a drainage problem at their child's residence and expressed appreciation to staff for meeting with them and resolving the problem.

**Introduction of New Board Member:** Peter Mathias, a new Board member, was introduced and welcomed at the May Board meeting.

**Community Spotlight—Bon Secours Wellness Center:** Tyler Rex, Executive Director, introduced Employment Services staff, Bambi Griggs and Holly Sterling, who assisted in the job placement of seven individuals at the Bon Secours Wellness Center. Ms. Sterling then introduced four individuals who each spoke about their employment duties. Phil Dye, Guest Services Manager, also spoke and was presented with an award in recognition of BSWC's efforts to help individuals with disabilities thrive in life, work and play.

**Consent Agenda:** Chairman Nixon read the Consent Agenda items for approval below:

- a. April 27, 2023 Board Minutes Draft
- b. Health and Safety Report
- c. Dashboard and Med Error Report

- d. Approval of Policies:
- i. 100-15 Funding from Sources Other than SCDDSN and SCDHHS
  - ii. 100-22 Electronic Signatures
  - iii. 100-23 Request to be Heard
  - iv. 100-24 Freedom of Information Act Request for Public Records

**A Motion: To Approve the Consent Agenda items as presented. Autumn Shearin made a motion to approve, with a second by George McLeer. The motion passed unanimously.**

**April 2023 Financial Reports:** Clyde Baucom presented the highlights of the April financial reports.

- Balance Sheet. The Current Ratio increased to 2.95
- Profit and Loss.
- Profit and Loss Comparison-All Months.
- Year/Year Comparison. Mr. Rex commented that the Year/Year Comparison will be more informative in July, due to a full year of the fee-for-service funding.
- Cash Flow Projection.
- Comparison of Cash Flows for FY22 vs. FY23.
- Contract/Vendor Summary Reports.

**Line of Credit/Guidance Line Renewal:** Mr. Rex informed there are two lines of credit. The Guidance Line is specifically for the annual purchase of vehicles approved according to the vehicle replacement plan and included the Capital Expense Plan. He noted only one vehicle was purchased in the FY2023 due to the unavailability of the type of vehicles needed. The Guidance Line presented extends the expiration date of the line approved for FY2023 until June 2024. **A Motion: To approve the South State Bank Guidance Line terms as presented, extending the expiration date until June 2024. Motion to approve by Jason Strand, with a second from Clyde Baucom. The Board passed the motion unanimously.**

Mr. Rex informed a second motion was needed authorizing him to sign purchasing documents for vehicles approved in the Cap-Ex Plan. **A Motion: To authorize Tyler Rex, Executive Director, to execute the Guidance Line of Credit for vehicles approved in the Cap-Ex Plan. Motion to approve was made by Autumn Shearin with a second by Bern Mebane. The motion passed unanimously.**

**Budget and Cap-Ex Plan Drafts:** Mr. Rex informed that he and Mr. Baucom, Finance Committee Chairman, had agreed that next year, the budget draft will be reviewed in the Finance Committee, and only the final budget will be brought to the Board, due to the number of updates made to the draft budget. Mr. Rex reported revenue is expected to increase based on state funding; payroll, retirement, and salaries are expected to increase, with a decrease in overtime; and groceries and fuel are expected to increase. A flat year is anticipated. Covid funding was received in the prior year. The state budget is not finalized at this time. The final budget will be presented to the Board in June for approval.

**Executive Director's Report:** Mr. Rex informed next month's report will be an annual report. He addressed the following topics in his report included in the Board packet:

- Shift Differential—Down to 10 openings from 67 in three months on 2<sup>nd</sup> and 3<sup>rd</sup> shifts.
- Kroc Center Tour—Nice collaboration.
- Barbara Stone Foundation Grant—Received \$5,000 grant for DrumAbility program.


- Embassy Suites Enclave—Six individuals employed in the Food Department.
- State Government Restructuring—Senate bill 602 expected to be revisited in January 2024.

Mr. Rex added he was invited to speak to the Greenville Civitan Club and the Travelers Rest Rotary.

**New Business:** There was no new business.

**Adjournment:** The Board meeting adjourned at 5:55 PM.

Submitted by: Sandra W. Brown  
Sandra W. Brown, Executive Assistant

Approved by Board of Directors:  6/22/2023  
Bryant Nixon, Chair Date