Burke County Smart Start, Inc.
Board of Directors' In-Person/Zoom Meeting Minutes
BCSS Large Conference Room
Thursday, January 15, 2026
4:00 p.m.

DIRECTORS PRESENT	DIRECTORS ABSENT	OTHERS PRESENT
Stephanie Ashley*	Thadd Hodge (unexcused)	Kathy Smith
Brian Barrier*	Denise Hudson (unexcused)	Vickie Deal
Kasey Gardner	Sally Sandy (excused)	Tammy Roper
Jacquie Grady	Chuck Schlein (excused)	Al Smith
Jasper Hemphill, Jr.		
Jessica James*		
Rebecca McLeod*		
Kay Milton		
Tina Mosley*		
David Rust		
Valerie Shook		
Miranda Smith*		
Joset Taylor		
Jim Wilson*		

**Attended via Zoom*

A. Establish a Quorum, Call to Order, and COI Reminder – Joset Taylor
1. Request all participants who are attending via Zoom to sign the chat box.

Board Chair Joset Taylor established a quorum with 14 of 18 directors in attendance and called the meeting to order at 4:00 p.m. She asked directors to declare any potential conflicts related to the agenda items. Mrs. Taylor requested the Zoom participants sign the chat box as a record of attendance.

The agenda and supporting documentation were emailed to all directors on 1/15/26.

B. Approval of Agenda
Motion: To approve the agenda as presented. Motion: Jasper Hemphill, Jr., seconded by: Jacquie Grady, unanimously carried by board.

C. Approval of November 6, 2025, Board of Directors' Annual Meeting Minutes (emailed 12/1/25)
Motion: To approve the 11/6/25 Board of Directors' Annual Meeting Minutes. Motion: David Rust, seconded by: Jasper Hemphill, Jr., unanimously carried by the board.

D. Approval of December 2025 Financial Reports
Motion: To approve the December 2025 Financial Reports as submitted. Motion: Kasey Gardner, seconded by: Valerie Shook, unanimously carried by the committee.

Mrs. Smith reviewed the Financial Reports including the Private/Restricted and Non-Restricted Funds and Grant Report, the Smart Start Administrative Financial Report, and the Direct Service Provider (DSP) Financial Reports with the board.

Mrs. Smith stated the LP had still not received a budget for FY 25-26.

There were no questions regarding the financial reports.

E. Discussion Items

1. NCPC LP Desktop Monitoring February 23, 2026

The LP will have a limited scope desktop monitoring by NCPC beginning February 23, 2026. The limited scope desktop monitoring is due to the LP's clean monitoring results last time. Also, Burke County was the first LP in the state to complete and submit their audit to the state auditors CohnReznick.

F. <u>Action Items</u>

1. **Motion from the Executive Committee (EC): To approve to allocate $1,009.33 Carryforward Administration Funds from FY 24-25 to the FY 25-26 BCSS Administration Budget for a total allocation of $179,177.33. Motion: EC, seconded by: Kasey Gardner, unanimously carried by the board. There were no conflicts of interest.**

2. **Motion from the EC: To approve to allocate $4,268.77 from the 24-25 Carryforward Service Funds to the FY 25-26 WAGE$ Activity for a total allocation of $50,863.77. Motion: EC, seconded by: Valerie Shook, unanimously carried by the board. Stephanie Ashley, Brian Barrier, and Jacquie Grady conflicted out of the vote.**

3. **Motion from the EC: To approve the telephone contract with Prodigy Voice and Data, LLC at a cost of $189.75 per month for a 36-month term of 2/10/26 – 2/9/29. Motion: EC, seconded by: Kasey Gardner, unanimously carried by the board. There were no conflicts of interest.**

4. **Motion from the EC: To approve the LP's Single Audit Report for FY 24-25 conducted by CohnReznick LLP** (emailed to the BOD 1/8/26). **Motion: EC, seconded by: Jacquie Grady, unanimously carried by the board. There were no conflicts of interest.**

5. **Motion from the EC: To approve the LP's Financial Statement Audit Report for FY 24-25 conducted by CohnReznick LLP** (emailed to the BOD 1/8/26). **Motion: EC, seconded by: Valerie Shook, unanimously carried by the board. There were no conflicts of interest.**

   Note: Mrs. Smith noted the audits were clean audits.

6. **Motion from the EC: To approve Commissioner Brian Barrier to serve as the Representative of the Burke County Commissioners' Office on the BCSS' Board of Directors for 2026. Motion: EC, seconded by: Jasper Hemphill, Jr., unanimously carried by the board. Brian Barrier and Jacquie Grady conflicted out of the vote.**

G. Adjournment

Mrs. Smith gave an update to the board regarding the pause in federal CCDF funds and the potential delay to childcare programs. However, NCDHHS received the funds this week and disbursements should be made next week.

The next Board of Directors' meeting is scheduled for Thursday, March 19, 2026, at 4:00 p.m.
There being no further business, the meeting adjourned at 4:15 p.m. upon Motion by: Valerie Shook, seconded by: Jacquie Grady, carried by the board.

These Minutes are hereby certified as the official Burke County Smart Start Board of Directors' Meeting Minutes.

Submitted By: _____

Vickie R. Deal, BCSS Executive Assistant

Approved By: _____
Chuck Schlein, Board Secretary

Approved By Board of Directors: _____
Date