Minutes
Western Piedmont Council of Governments
Executive Committee Meeting
Friday, December 20, 2019
Market on Main, 335 Main Ave SW, Hickory, NC

Members Present:
Barbara Pennell, Chair
Bob Floyd, Vice-Chair
Jill Patton, Secretary
Johnny Berry, Treasurer
George Holleman, Past Chair
Chip Black, At-Large
Joseph Gibbons, At-Large
Wayne Abele, At-Large
Kitty Barnes, At-Large

Members Absent:

Staff Present:
Anthony Starr, Executive Director
Sherry Long, Assistant Executive Director
Ashley Bolick, Director of Admin. Services/HR
Andrea Roper, Finance Director

Call to Order/Welcome
The regular meeting of the WPCOG Executive Committee was called to order by Chair Barbara Pennell at 11:00 am.

Minutes of Previous Meetings
There were no additions or corrections to the minutes of the regularly scheduled June 25, 2019 meeting and they were unanimously approved on motion by Ms. Jill Patton and seconded by Ms. Kitty Barnes.

Unfinished Business
There was no unfinished business.

New Business
FY 2019 WPCOG Audit Contract Amendment

WPCOG Finance Director, Andrea Roper provided an overview of the proposed amended audit contract for fiscal year 2019. The original due date of the audit report for fiscal year ending June 30, 2019, was October 31, 2019. Due to circumstances and unforeseeable set-backs, resulting from a change in auditors and an understaffed finance office, Martin Starnes & Associates, CPAs, P.A. amended the contract to reflect a due date of February 28, 2020.

The WPCOG finance staff has spent numerous staff hours with the auditor to reclassify accounts. Interim fieldwork was spent on reclassifications and audit sampling. Analytics on all funds are still ongoing. This has been a learning curve for both WPCOG and Martin Starnes & Associates, as we are their first council of governments' client.

Ms. Kitty Barnes moved that the Executive committee approve the amendment to the 2018-2019 WPCOG audit contract with Martin Starnes & Associates, CPAs, P.A. Ms. Jill Patton offered a second. The motion was unanimously approved.

Annual Inflation Adjustment of WPCOG Pay Plan

Ms. Ashley Bolick proposed an update to the WPCOG Pay Plan. The WPCOG Executive Committee is responsible for approving the WPCOG Pay Plan per the WPCOG Personnel Policy. The current pay plan was adopted January 1, 2018 and was last adjusted for inflation at the December 2018 Executive Committee meeting.

The proposed pay plan includes a 2.1% increase to the pay plan ranges effective January 1, 2020. Increases in the pay plan do not increase an employee's salary unless the employee's salary falls below the new minimum salary for that position.

Mr. Chip Black moved that the Executive committee approve the proposed inflation adjustment of the WPCOG Pay Plan as presented. Mr. Bob Floyd offered a second. The motion was unanimously approved.

WPCOG Lapel Pin Feedback

Ms. Ashley Bolick proposed options to upgrade the WPCOG lapel pin design to include a designation of board delegate. It was decided that staff should order new lapel pins that include the words "Board Delegate" on a single line under WPCOG.

Annual Meeting Keynote Speaker

Ms. Ashley Bolick proposed changing the program of the WPCOG Annual Meeting to provide a keynote speaker. The suggested keynote speaker is Mr. Doug Griffiths, founder and chief community builder for 13 Ways Inc. Several staff members and executive committee members enjoyed Mr. Griffiths' presentation at the National Association of Development Organizations (NADO) annual training conference in October 2019. Mr. Griffiths' speaking fee for the annual meeting and a four hour training the day following the meeting is $10,000 plus travel expenses.

Mr. Chip Black, Mr. Johnny Berry and Mr. George Holloman all recommended Mr. Griffiths and suggested that the change would be appreciated.

Closed Session

The Executive Committee went into closed session pursuant to NC General Statute 143-318.11(a) (6) personnel. The motion was made by Mr. Wayne Abele and seconded by Mr. George Holleman.

The regular meeting was reconvened and Mr. Wayne Abele made a motion, seconded by Ms. Kitty Barnes, that Executive Committee increase the salary of Executive Director Anthony Starr from $145,000 annually to $165,000 effective January 12, 2020. The vote was unanimous.

Adjournment
There was no further business and the meeting adjourned at 11:50 am by motion of Ms. Jill Patton, seconded by Mr. Johnny Berry.