



**MID-CAROLINA REGIONAL COUNCIL  
BOARD OF DIRECTORS  
January 19, 2023**

**-MINUTES-**

The Mid-Carolina Regional Council Board of Directors met on Thursday, January 19, 2023. The meeting was held at the office of Mid-Carolina Regional Council in Fayetteville, North Carolina.

**Board Members Present**

Brooks Matthews, Chair (Commissioner, Harnett County)  
Martin Jones, Vice Chair (Mayor, Town of Stedman) – Attended Remotely Via Zoom  
Alice Butler (Mayor, Town of Roseboro)  
Chris Coats (Mayor, Town of Coats) – Attended Remotely Via Zoom  
Sue Lee (Commissioner, Sampson County) – Attended Remotely Via Zoom

**Staff to the Board**

Justin Hembree, Executive Director

**Call to Order/Certification of a Quorum**

Chair Matthews noted that a quorum was present and called the meeting to order at approximately 12:05pm.

**Consideration and Approval of the Agenda**

Upon a motion made by Mr. Coats and seconded by Ms. Butler, the agenda was approved as presented with five members in favor and none opposed.

**Public Comment**

Chair Matthews asked for comments from the public. No comments were made.

**Consent Agenda**

Chair Matthews presented the following consent agenda items:

- October 27, 2022 Board of Directors Meeting Minutes
- Acceptance of Reentry Program Funding from the City of Fayetteville

Upon a motion made by Mr. Coats and seconded by Mr. Jones, the consent agenda was approved with five members in favor and none opposed. This action approved the October 27, 2022 meeting minutes and the acceptance of \$10,000 in funding from the City of Fayetteville to support the Council's Reentry Program.

### **Items of Business/Discussion/Updates**

The following items were discussed and considered:

#### **Presentation of Financial Report/Audit for Year Ended June 30, 2022**

The Council's auditors, Thompson, Price, Scott, Adams & Co, P.A., provided an overview of, presented, and answered questions about the Council's annual financial report/audit for the fiscal year ended June 30, 2022.

Upon a motion made by Ms. Lee and seconded by Mr. Jones, the Council's annual financial report/audit for the fiscal year ended June 30, 2022 was accepted with five members in favor and none opposed.

#### **FY 2023-2024 Member Dues**

Mr. Hembree noted that a small but extremely important part of the Council's revenue is generated through annual membership dues. The Council's current dues structure has been in place for many years. Dues are paid by member governments on a per-capita basis at 27-cents per capita for county member governments and 23-cents per capita for municipal member governments. Traditionally, dues amounts have been adjusted every 10 years with each new Census. Therefore, membership dues have stayed at the same level since 2010.

Mr. Hembree presented a spreadsheet that reflected 2021 North Carolina Office of State Budget and Management population estimates for each member government, member dues for the current fiscal year, proposed member dues amounts for FY 2023-2024, and changes in member dues amounts.

Upon a motion made by Mr. Jones and seconded by Ms. Butler, the following actions were taken with five members in favor and none opposed:

- approved the proposed FY 2023-2024 annual membership dues as presented
- approved the use of Office of State Budget and Management population estimates for the calculation of membership dues
- approved the establishment of a Membership Dues Review Committee, and authorized the Chair to appoint member government elected officials and professional staff to the Membership Dues Review Committee

### **Updated Pay Plan**

Mr. Hembree noted that for many years, the Council has operated with a “traditional” pay plan that includes 32 salary grades and 20 salary steps for each grade. Over the past two decades, this type of pay plan or salary schedule has been phased out by most public sector organizations. Organizations have shifted to pay plans that establish salary grades and eliminate salary steps. Broad salary ranges, from minimum salary to maximum salary, have replaced salary steps. Due to the increase in the Council’s activities and number of employees, staff feels a new “modern” pay plan should be implemented.

The proposed pay plan includes 30 salary grades and establishes a salary range for each grade. Each position or class title is placed into a salary grade. All positions listed in the proposed pay plan are not filled. Unfilled positions include Administrative Support Specialist, Planner I, Finance Manager, Planning Director, and Deputy Executive Director. Position/class titles have also been adjusted to better reflect the nature of the job performed and match updated job descriptions.

The proposed pay was adapted from and mirrors Triangle J Council of Governments’ pay plan and is in line with researched market rates for some specific positions. Also, salaries for all current employees fall within the salary ranges for their specific salary grade. Therefore, there will be no costs or pay adjustments required to implement the proposed pay plan.

Upon a motion made by Mr. Coats and seconded by Mr. Jones, the updated pay plan was adopted.

### **Annual Meeting/March Board of Directors Meeting**

Mr. Hembree noted that the Council is scheduled to hold its Annual Meeting in March. Staff continues to work out details in relation to the specific location and specific date. The Annual Meeting will be held in Harnett County this year. Staff requested the Board consider holding the March Board of Directors in conjunction with the Annual Meeting.

All members generally agreed with this recommendation. No specific action was taken.

### **2023 Year of the Trail Proclamation**

2023 NC Year of the Trail celebrates North Carolina’s vast network of trails, greenways, and blueways which showcase our state’s diverse landscapes – grand mountain vistas, quiet rivers, vibrant urban greenways, coastal forests, and the rolling hills of the piedmont. NC Year of the Trail is the largest statewide celebration of trails and outdoor recreation in North Carolina history.

North Carolina is the Great Trails State, where each of North Carolina’s 100 counties should be able to enjoy the proven benefits of trails, including health, safety, economic development, tourism, transportation, and environment. Trails are the backbone of our state’s growing \$28 billion outdoor recreation economy.

The Year of the Trail campaign will reach communities with the message of how and where to experience trails that showcase North Carolina's beautiful landscapes, provide healthy recreation, and stimulate local economies. The NC General Assembly designated 2023 as NC Year of the Trail, an effort led by the Great Trails State Coalition.

The Great Trails State Coalition is a broad-based group of diverse organizations, agencies, and supporters advocating for increased state investment in all types of trails statewide: hiking, paddle, mountain biking, equestrian, and paved.

Upon a motion made by Ms. Butler and seconded by Mr. Jones, the 2023 Year of the Trail Proclamation was adopted.

#### **FY 2022-2023 Budget Amendment #1**

Staff requested consideration of Budget Amendment #1 for the 2022-2023 Fiscal Year. The proposed amendment reduced the total budget by \$810,439 from \$15,163,613 to \$14,353,174. This reduction is primarily due to the spenddown of ARPA funds and other grants that were accounted for in the previous fiscal year.

Area Agency on Aging – Reduction of \$34,586  
Local Government Services – Reduction of \$11,126  
Workforce Development – Reduction of \$991,649  
Outside Agencies – Increase of \$226,922

Upon a motion made by Ms. Lee and seconded by Mr. Coats, FY 2022-2023 Budget Amendment #1 was approved.

#### **Reports**

The following reports were provided:

##### **Executive Director's Report**

The Executive Director provided the following updates:

##### **Master Events Calendar**

Mr. Hembree presented the 2023 Master Events Calendar for the Council.

##### **Workforce Development Realignment Update**

Mr. Hembree provided an update concerning realignment of local workforce development areas across the state. Specially, staff provided an update concerning Moore and Montgomery Counties.

**Regional Roundtables**

Mr. Hembree noted that the Council's first Regional Roundtable was held on January 18.

**NCARCOG 2023 Policy Agenda**

Mr. Hembree provided an overview of the North Carolina Association of Regional Councils of Government 2023 policy agenda.

**Other Reports**

Updates concerning the Council's operational areas were also provided by Leadership Team members Glenda Dye, Finance Officer, Tracey Honeycutt, Aging, Samantha Wullenwaber, Local Government Services, and Matthew Fowler, Workforce & Talent Development.

**Adjournment**

Being no other business, Chair Matthews adjourned the meeting at approximately 1:35pm.