

**GOODWILL INDUSTRIES OF SOUTH MISSISSIPPI
FULL BOARD MEETING**

MINUTES DRAFT

Tuesday, June 20, 2017 – 4:00 P.M.
Knights Nonprofit, Topazi Room
Gulfport, Mississippi

MEMBERS PRESENT: Shelby Fox, Eric Hurst, DeAnn Alewine, Allytra Perryman, Patsy Anderson, Dawn Stough

MEMBERS ABSENT: Jennifer Sutton, Guy Johnson, Reed Allison, Carolyn Carson-Collins, Loretta Bridges, Zeleder Barnes, Greg Payne, Vaughn T. Rex, Amelia Tomsic, Angie Juzang

STAFF PRESENT: Richmond Vincent, Trish Pinkerton, Sue Rye, Val Ward, Delinda Hanson

OTHERS PRESENT:

I. Call to Order / Proceedings: *provided by Board Chair, Eric Hurst*

After welcoming remarks, Board Chair, Eric Hurst called the meeting to order at 4:00 PM. Eric then led prayer. Six board members were present at the meeting. On motion properly made, seconded, and unanimously passed, the Minutes of the May 9, 2017 Board Meeting were approved.

II. Fiduciary Responsibility: *provided by Board Chair, Eric Hurst*

The first item on the agenda was the topic of fiduciary responsibility as it relates to board members. Board members were provided with a 13 page informative document prepared by the Department of Labor. This document provides an overview of the basic fiduciary responsibilities applicable to retirement plans under the law. President and CEO, Richmond Vincent, and Vice President of Workforce Development and Human Resources, Delinda Hanson provided relevant information about Goodwill of South Mississippi's 403b plan. Goodwill Industries of South Mississippi's plan is provided by Mutual of America.

III. Finance Report: *provided by President & CEO, Richmond Vincent*

Board members were provided with financial statements for March, 2017. President and CEO, Richmond Vincent led discussion on the reports. Goodwill ended March with a \$121,182 profit. Richmond commented that retail sales were up in March. The stores are doing a fantastic job getting the product out on the sales floor. Salvage revenue is also up. Two new balers have been hired in the plant. They have increased bale and refined the salvage process. Salary and wages are down over prior year. Questions and comments on the financial statement were then addressed. Board Chair, Eric Hurst, stated that he would like for the board to approve the financials following the board presentation. At this time, a motion was made to approve the financials as presented, understanding that we will catch up from the current delay. If there is a change, the financials will come back to the board. A motion to approve was made by Patsy Anderson. DeAnn Alewine seconded the motion. Motion was passed by unanimous vote. Following this discussion, March financials were approved unanimously.

IV. President's Report and Midyear Review: *provided by President & CEO, Richmond Vincent*

Organizational Scorecard Review - Richmond Vincent began with discussion on the organizational scorecard. Board members were provided with an up-to-date copy displaying current status of each line item at the mid-year point. Line items in yellow are considered, "not on target, but in process". Highlights of discussion on this topic included; two new stores that will be opening in August and September. The rollout of a point-of-sale system for our retail stores which will be ongoing throughout the summer and fall of 2017. The disaster plan has been overhauled and updated. Disaster kits were purchased and distributed to each of our retail and contract locations. We also implemented Applicant Pro software for recruiting new employees.

Community Engagement – A full list of 2017 community speaking engagements through June of 2017 was distributed. Richmond also discussed a workforce development connection being cultivated at this time. We have been approached by the Department of Human Services to be a provider to SNAP recipients. Under this program, providers are reimbursed up to 40% for expenses incurred. The prospect is being considered at this time.

V. Other Business: *provided by President & CEO, Richmond Vincent*

President and CEO, Richmond Vincent expressed a responsibility and necessity to provide a better environment for our customers and employees in the plant area of our administration office. In the plant area, we have a Buy the Pound store as well as salvage operations. It is extremely hot during the summer months. There is currently no air conditioning unit in this section of the building. Therefore, Richmond requested that a line item be added to the 2017 capital budget. A motion was made by Shelby Fox to add a line item, in the amount of \$30,000, for the purpose of adding an air conditioning unit to the plant. Patsy Anderson seconded the motion. Motion passed by unanimous vote.

VI. Chairman's Remarks: *provided by Board Chair, Eric Hurst*

Board Chair, Eric Hurst stated that a board development meeting has been scheduled for August 8. Goodwill International consultant, Gretchen Evans will be presenting. More information will be sent via email. All board members are encouraged to attend.

It was moved by Patsy Anderson and seconded by Allytra Perryman to adjourn the meeting. Meeting was adjourned.

Respectfully submitted,

Deann Alewine
Board Secretary
Goodwill of South Mississippi

Eric Hurst
Board Chairman
Goodwill of South Mississippi

**MISSISSIPPI GOODWORKS
FULL BOARD MEETING**

MINUTES DRAFT

Tuesday, June 20, 2017 – 4:52 P.M.
Knights Nonprofit, Topazi Room
Gulfport, Mississippi

MEMBERS PRESENT: Shelby Fox, Eric Hurst, DeAnn Alewine, Allytra Perryman, Patsy Anderson, Dawn Stough

MEMBERS ABSENT: Jennifer Sutton, Guy Johnson, Reed Allison, Carolyn Carson-Collins, Loretta Bridges, Zeleder Barnes, Greg Payne, Vaughn T. Rex, Amelia Tomsic, Angie Juzang

STAFF PRESENT: Richmond Vincent, Trish Pinkerton, Sue Rye, Val Ward, Delinda Hanson

I. Call to Order / Proceedings: *provided by Board Chair, Eric Hurst*

After welcoming remarks, Board Chair, Eric Hurst called the meeting to order at 4:00 PM. Eric then led prayer. Six board members were present at the meeting. On motion properly made, seconded, and unanimously passed, the Minutes of the May 9, 2017 Board Meeting were approved.

II. Fiduciary Responsibility: *provided by Board Chair, Eric Hurst*

The first item on the agenda was the topic of fiduciary responsibility as it relates to board members. Board members were provided with a 13 page informative document prepared by the Department of Labor. This document provides an overview of the basic fiduciary responsibilities applicable to retirement plans under the law. President and CEO, Richmond Vincent and Vice President of Workforce Development and Human Resources, Delinda Hanson provided relevant information about Mississippi Goodwork's 403b plan. Goodworks plan is provided by Mutual of America.

III. Finance Report: *provided by President & CEO, Richmond Vincent*

Board members were provided with financial statements for March, 2017. President and CEO, Richmond Vincent, led discussion on the reports. Mississippi Goodworks ended March with a \$8,124 loss. Richmond commented that overtime was an issue in March. We were trying to fill several open positions during the month of March. This has since been remedied. Questions and comments on the financial statement were then addressed. Board Chair, Eric Hurst stated that he would like for the board to approve the financials immediately following the board presentation. At this time, a motion was made to approve the financials as presented, understanding that we will catch up from the current delay. If there is a change, the financials will come back to the board. A motion to approve was made by Patsy Anderson. DeAnn Alewine seconded the motion. Motion was passed by unanimous vote. Following this discussion, March financials were approved unanimously.

III. President's Report: *provided by President & CEO, Richmond Vincent*

Department of Labor Audit – Over the last month, Mississippi Goodworks has continued to address issues arising from a Department of Labor audit. The DOL changed standards that qualified a person as being disabled. Some of our employees did not qualify under these new standards. The Fair Labor Standards Act under the 14c Minimum Wage certificate allows employers to pay wages below the federal minimum to employees who have disabilities that directly affect their job performance. All employees, at all times, were paid more than the Mississippi state and federal minimum wage of \$7.25. However, some were paid less than the wage determination rate due to their employment status as a disabled individual. We are back paying all employees who were affected by this issue. The total in back payments is approximately \$52,000. There are 20 employees who will be receiving back payment. We are putting together a payment plan that will not interfere with their benefits in any way. Most of this expense will be allocated to 2016 which is the time period where it occurred. Our objective going forward is to no longer use the 14c Minimum Wage certificate.

V. Chairman's Remarks: *provided by Board Chair, Eric Hurst*

Board Chair, Eric Hurst stated that a board development meeting has been scheduled for August 8. Goodwill International consultant, Gretchen Evans will be presenting. More information will be sent via email. All board members are encouraged to attend.

It was moved by Patsy Anderson and seconded by Allytra Perryman to adjourn the meeting. Meeting was adjourned.

Respectfully submitted,

Deann Alewine

Board Secretary,
Mississippi Goodworks

Eric Hurst

Board Chairman,
Mississippi Goodworks