

**LAURENS COUNTY DISABILITIES & SPECIAL NEEDS BOARD**  
**BOARD OF DIRECTORS MEETING**  
September 11, 2023

The meeting of the Board of Directors of the Laurens County Disabilities and Special Needs Board was held in the Training Room at the Evergreen Campus on Monday, September 11, 2023, at 5:30pm.

**MEMBERS PRESENT**

Peter Littlefield, Bud Marchant, Joyce Rambo, Courtney Snow, and Nicole Firmin

**MEMBERS NOT PRESENT**

Brenda Ligon

**STAFF PRESENT**

Jason Tavenner, Michelle Stone, Beth Wilson, Tara Glenn, and Lee Anders

**OTHERS PRESENT**

None

**CALL TO ORDER**

The meeting was called to order by Peter Littlefield at 5:37pm.

**INVOCATION**

Joyce Rambo gave the invocation.

**WELCOME AND INTRODUCTIONS**

Everyone was welcomed to the September Board of Directors meeting of the Laurens County Disabilities and Special Needs Board.

**APPROVAL OF AGENDA**

Peter Littlefield motioned to approve the agenda as presented. Joyce Rambo seconded the motion. The motion passed by a vote of 5-0.

**NOTICE OF MEETING STATEMENT**

The notice of the meeting of the Board of Directors was posted at each location and on the agency website. The notice of the meeting was also sent to the Laurens Advertiser, Clinton Chronicle and WLBG for announcement.

**PUBLIC COMMENT**

None

## UPCOMING EVENTS

### LCDSNB Talent Show

September 15, 2023 @ 1pm

Springfield Missionary Baptist Church

### Region Board Meet & Greet

September 27, 2023 @ 6pm

Whitten Center Staff Development Room

### Next Board Meeting

October 9, 2023 at 5:30pm

Evergreen Skills Training Room

### Board Training Session

November 13, 2023 @ 3pm

Evergreen Skills Training Room

## APPROVAL OF AUGUST 14, 2023 BOARD MINUTES

Nicole Firmin motioned to approve the August 14, 2023 minutes. Bud Marchant seconded the motion. The motion passed by a vote of 5-0.

## EXECUTIVE DIRECTOR'S REPORT

The Executive Director reviewed the monthly report with the Board of Directors.

## THANK YOU NOTE RECOGNITION

Eight (8) Thank You Note Card names were drawn for the recognition program for the month of August 2023.

## BOARD MEMBER COMMENTS

None

## INFORMATION MEMORANDUMS

### Information Memorandum 02-24 Fundraising Report FY 2023

The Finance Director presented a Fundraising Report for FY 2023 to show all grants, donations, and fundraising revenues.

## ITEMS FOR BOARD DECISION

### Decision Memorandum 01-24 (Revised) Policy 3.20 Group Insurance Eligibility Requirements

The Board of Directors revisited the discussion from the August meeting. The group decided that LCDSNB will add a sunset clause to the policy for any retiree that interrupts coverage.

Courtney Snow motioned to accept the memo with the revision. Joyce seconded the motion.

The motion was passed by a vote of 5-0.

Decision Memorandum 04-24 Board of Directors By-Laws

The Board Chair reviewed the revisions to the LCDSNB Board of Directors By-Laws. Peter Littlefield motioned to approve the Decision Memorandum. Bud Marchant seconded the motion. The motion was passed by a vote of 5-0.

Decision Memorandum 05-24 Policy Manual

The Executive Director reviewed the Decision Memorandum with the Board of Directors. Joyce Rambo motioned for to approve the Decision Memorandum. Bud Marchant seconded the motion. The motion passed by a vote of 5-0.

Decision Memorandum 06-24 SCDOT 5310 Grant

The Executive Director explained the SCDOT 5310 Grant process and requested the approval of the Board of Directors to sign a resolution for the application. Bud Marchant motioned to approve the request. Joyce Rambo seconded the motion. The motion passed by a vote of 5-0.

**ADJOURNMENT**

As there was no further business, Joyce Rambo motioned to adjourn the September 11, 2023 Board Meeting of the Laurens County Disabilities and Special Needs Board. Courtney Snow seconded the motion. The motion passed by a vote of 5-0. The meeting was adjourned at 6:02pm.