

**SOUTHERN GEORGIA REGIONAL COMMISSION
EXECUTIVE COMMITTEE MEETING
MINUTES
THE VENUE • 319 ALBANY AVE. WEST • PEARSON, GA
MAY 26, 2022
9:45 a.m.**

Members in Attendance:

Bennett, Neal
Evans, Joyce
Gowen, Lee
King, Barbara
Maefield, Barbara
Stone, Keith

Staff Present:

Cribb, Lisa
Schultz, Kelly
Strom, Chris

CALL TO ORDER AND WELCOME: Chair Joyce Evans called the meeting to order and welcomed Executive Committee members, staff and guests.

REVIEW AND APPROVAL OF MINUTES FOR APRIL 28, 2022 EXECUTIVE

COMMITTEE MEETING: Chair Evans reminded those present that the minutes of the April 28, 2022 Executive Committee meeting were emailed to members for their review (copy attached and made a part of these minutes). Barbara Maefield made a motion to accept the minutes, and Barbara King seconded the motion. Motion carried unanimously.

REVIEW OF SOUTHERN GEORGIA RC FY 2023 BUDGET PROCESS: Chair Evans called upon SGRC Finance Director Kelly Schultz to present the agenda item to the Committee. Ms. Schultz referred those present to the budget process handout in the meeting packet (copy attached and made part of these minutes). She explained the major categories of the budget: estimated revenues, estimated personnel expenses and estimated non-personnel expenses. She then stated that the excess revenues over expenditures total resulted from subtracting all estimated expenses from the estimated revenues. Ms. Schultz referred those present to the second page of her handout that listed more details about each budget category. She briefly explained each category's components and the influence each can have on revenue and expense estimates. Ms. Schultz asked if there were any questions, and there being none, she thanked the Committee for their attention.

REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR SALARY: Chair Evans introduced SGRC Finance Director Kelly Schultz to present the Executive Director Salary agenda item. Ms. Cribb advised that she would step out of the meeting to allow the Committee to discuss this matter freely. Ms. Cribb excused herself from the meeting. The Committee asked that other staff remain in the meeting room to assist with questions. Ms. Schultz then shared a salary survey completed by NEGRC through the Carl Vinson Institute that compared executive directors' salaries for all Georgia Regional Commissions (copy attached and made part of these minutes). She explained that the survey showed the average annual salary for executive directors

along with the lowest and highest salaries. Ms. Schultz stated that the question for the Committee was to decide if the Executive Director's salary should be increased and, if so, what it should be.

Barbara King stated that the SGRC stands out across the state and is an example of excellence due in large part to the executive director's leadership. She suggested to fellow committee members that the Executive Director's salary be increased to match the state average annual salary for all regional commissions in Georgia, which would be a 6.7% increase. Lee Gowen suggested a 5% pay raise for the executive director as another option. After light discussion to determine the amount of the pay increase, with all committee members in agreement, Lee Gowen made a motion that the SGRC Executive Director would receive a five percent pay increase to begin on July 1, 2022. Barbara Maefield seconded the motion. Motion carried unanimously.

REVIEW OF DRAFT SOUTHERN GEORGIA RC FY2023 BUDGET: Chair Evans called upon SGRC Finance Director Kelly Schultz to present the preliminary FY 2023 Budget document included in meeting packets (copy attached and made part of these minutes). Ms. Schultz explained that the estimated budget reflected preliminary information received from RC Program Directors of anticipated and carryover contracts/funding for the next fiscal year. In addition, she noted that the budget included projected personnel costs and the related fringe benefits associated with those salaries. Ms. Schultz also explained that operational costs were estimated based on prior experience and knowledge of costs for the coming fiscal year. In addition, she told the Committee that this summary was the beginning point for creating a line-item budget for FY 2023. Ms. Schultz stated that she would develop these detailed line-item entries for each program area over the next month.

ADJOURN: With there being no other business, the meeting was adjourned.


Joyce Evans, Chair


Keith Stone, Secretary