



EXECUTIVE COMMITTEE MEETING MINUTES

December 10, 2019 – 10:00AM

Attendees: Adrienne Smith, Amelia Dent, Anna Marie Baity, Conneva Hall, David Jones, Frankie Pendergrass, Janet Proctor, Mary Bolton, Pat Jackson, Rochelle Evans, Erica King, Bridgette Thompson, Charleen Knox, and Annette Hill.

Other Attendees: Charlene Love, Garnetta Allen, Lorene Knight, Alvin Foy, Joyce Harts, Sharon Mayna, Dorothy Linton, Mae Redden, Charlene Daise, Greta Burke, John Overstreet, Glenda Erskine, Mary Woodard, Frenzena Russell, Sarah Hemphill, Betty Herring, Hazel Daniel.

Vice President, Janet Proctor called meeting to order at 10:07 followed by the introduction of the COE Executive Committee. Secretary Annette Hill read minutes from the November 12th meeting. Frankie Pendergrass made a motion to approve the minutes as read. The motion was seconded by Rochelle Evans.

Committee Reports

ISSUES AND CONCERNS: Chair, Frankie Pendergrass acknowledged receiving 158 Issues to date, four of which remain open. Those Issues mainly pertain to the facility and loud music in the Victory Room.

PROGRAM: Chair, Rochelle Evans reported the Committee has completed its goals.

SPECIAL EVENTS: Committee member Frankie Pendergrass reported the final event for 2019 was the Christmas Tree Lighting Event held on December 5th. It was a great success.

CLUBS/CLASSES/GROUPS (CCGs): Chair, Amelia Dent stated they have completed the assigned task of updating the certification and will incorporate the comments from the LWSC staff. A meeting to explain new requirements is scheduled for Thursday, December 12th, 10:30am.

COMMUNITY SERVICES AND OUTREACH: Chair, Pat Jackson reported the clothing drive for the homeless veterans was a great success. More than 300

veterans participated. For 2020 the committee will continue to work with Cedar Grove High School to plan a smaller Intergenerational Event.

COURTESY AND SUNSHINE: Chair, Adrienne Smith expressed appreciation to the Front Desk staff and verified the process works. They mailed out five cards last month.

DECORATING: Chair, Mary Bolton has provided Festive Fall decorations throughout the Center. The last event for 2019 was the Christmas Tree Lighting Event on December 4, 2019. Both trees were beautiful and jointly won the decorating contest. The winners were:

The Bid Whist Birthday Club in the lobby and
The Drama & Lou Walker Talkers Toastmasters Club in the Victory room.

HEALTH AND WELLNESS: No report, however, Chair, Sonja Elliott is home recovering and is doing well.

HOSPITALITY AND WELCOME: Chair, Conneva Hall acknowledged the celebration of LWSC oldest member, Mrs. Beverly is 103 years experienced.

NOMINATIONS AND ELECTIONS: Chair, Janet Proctor reported completion of the Election process for 2019. The Installation Ceremony is scheduled for January 16, 2020. The time will be determined at a later date.

SAFETY: Chair, Anna Marie Baity reported the facility Safety Drill is scheduled for December 11th. Classroom names and numbers assignment and review is complete. All chemicals are now labeled. Safety education will be ongoing. There is a plan to inspect the Kiln in the Pottery Room to ensure it is not overheating.

I. OLD/UNFINISHED BUSINESS

Memorial Bricks Fundraiser Update. No DFSI representative present to update progress. From visual inspection we see the bricks are in ground.

Pros & Cons of relocating major events to Porter Sanford III Performing Arts & Community Center. To be discussed at a future meeting.

II. NEW BUSINESS

COE Elections: COE officers resulting from the 2019 Election are:

- Charleen Knox, President
- Janet Proctor, Vice President
- Other officers will be appointed by the President prior to January 16th Installation.

LWSC Accreditation Update: Charlene Love reported we still await the onsite review team to visit LWSC. All requested updates have been satisfied.

III. DIRECTORS COMMENTS: Erica King reported Director Bettye Davis is still working with purchasing to move several agenda items forward. These include: A Food Vendor, and the Aquatic Flooring. The Building Expansion is underway temporarily displacing some employees. Non LWSC staff is now relocated to the Warren Street building.

Bridgette Thompson reported LWSC is closer to securing chairs for Victory Room. Ms. King will check to see if program changes are possible to enhance availability of KIOSK. This will support our efforts to maintain a safe environment for all members.

IV. ANNOUNCEMENTS:

- Email Address: LWSCCouncilofexcellence@gmail.com
- COE Phone Number: 770.322.2935 (currently unavailable due to construction)
- Link to Lou Walker website to see COE Monthly Committee reports, minutes, etc. after monthly meeting.
- Volunteer & Instructor Accreditation Training – Thursday, December 12, 2019 10:30AM Room A117
- COE Chair reports due to LWSCCouncilofexcellence@gmail.com by Wednesday January 1, 2020
- Next Monthly meeting - Tuesday, January 14, 2020

V. ADJOURNMENT: Meeting adjournment was motioned by Conneva Hall and seconded by Rochelle Evans. Meeting adjourned at 11:30 am.