



Board Meeting Agenda

November 5, 2021

Via Zoom

Call to order at 10:15 a.m.

Board Members Participating: Chris Page, Billy Hix, Wayne Fawbush, Donna Kay Yeargan, Debby Warren, Max Sprinkle, Salomon Torres

Staff Members Participating:

New Board Member: The board chair welcomed, new board member, Dominique Gomez to the board. All board members introduced themselves.

Approval of Minutes from Meeting August 13, 2021: Donna Kay Yeargan moved to approve the minutes. Max Sprinkle seconded the motion. The minutes were approved unanimously.

Approval of Board Resolution for SBA Loan: Salomon Torres moved to bring resolution unanimously approved via email on October 11, 2021 into the minutes of the board. Billy seconded the motion. The prior approval of the resolution was unanimously acknowledged.

Strategy Discussion: The CEO updated the board on the process the Senior Leadership Team is using to work through the board's "hard questions" and emerge with a strategic plan. She also updated the board on the internal administrative infrastructure the organization is building to sustain the programmatic growth that has occurred over the past seven years. The CEO also requested input from the board on planned changes.

401K Trustee Report – Cynthia Terry, president of the 401K trustees, provided the annual report to the board of directors and proposed an increase of the 401K matching contribution to up to 5% of an employee's salary depending on the percent of their salary that they invest in their 401K. CU will continue to make a 3% safe harbor contribution for all employees whether they make a contribution or not. Billy Hix moved to increase the matching contribution to up to 5%. Donna Kay Yeargan seconded the motion. The up to 5% matching contributions was approved unanimously.

Ms Terry also monitored the 401K governance policy. Billy Hix moved to accept the monitoring report for this policy. Max Sprinkle seconded the motion. The monitoring report for the 401K governance policy was accepted unanimously.

Lending Report: Bryn Bagwell, the Director of Lending, provided the quarterly lending report and was able to report that 183 of 290 PPP loans have already been forgiven. The Lending Policy has been updated by the Director of Lending and updates were highlighted during her report to the board. Wayne Fawbush moved to approve the internal lending policy. Billy Hix seconded the motion. The revised loan policy was approved unanimously.

Preventing Lender Liability: The Director of Lending explained the steps she is taking to prevent lender liability and perceived lender liability given the organization's inherent capacity building and lending services. Wayne Fawbush moved to require annual lender liability training by a legal professional for all staff working with

existing and potential borrowers. Donna Kay Yeargan seconded the motion. The board voted unanimously to approve annual staff training to prevent lender liability.

Lending Governance Policy: The Director of Lending monitored the Lending Governance Policy with the board. Debby Warren moved to accept the compliance report on Lending. Billy Hix seconded the motion. The Lending Governance Policy report was accepted unanimously as presented.

Financial Report: CFO, Kim Griffey, reviewed the Financial Dashboard and preliminary financial statements for FY2021 with the board. Billy Hix moved to accept the report. Max Sprinkle seconded the motion. The financial report was accepted unanimously.

FY2022 Budget: The CEO reviewed the FY2022 Budget developed by the CFO in close coordination with all the members of the Senior Leadership Team. Donna Kay moved to approve the FY2022 budget. Billy Hix seconded the motion. The FY2022 budget was approved unanimously.

Sale of Lakeview Manufactured Home Park: The CFO reported that the potential buyer of the park declined to make an offer after the results of the appraisal had been presented to them.

Policy Monitoring by CEO: The CEO reminded the board that the 401K and Lending policies had already been monitored earlier in the meeting. The organization is in compliance with all policies monitored this quarter.

401K Retirement Plan Policy

Lending Policy

Ends Focus of Grants

Wayne Fawbush moved to accept the policy monitoring report. Max Sprinkle seconded the motion. The policy monitoring report was accepted unanimously.

Monitoring of Policies by Board

- Delegation to Chief Executive Officer Policy
- Chief Executive Officer Job Description Policy

Billy Hix moved to accept the monitoring by the board of its policies. Debbie Warren seconded the motion. The board agreed on its monitoring unanimously.

Dates for 2022 Board Meetings virtual/in person

1st Quarter - Zoom meeting – February 4, 2022 – CEO Evaluation

2nd Quarter - Fayetteville office – May 20, 2022. COVID permitting.

3rd Quarter - Site visit September 8th travel date / September 9th Meeting date. Amarillo/ Panhandle

4th Quarter - Zoom – November 4th - Approval of FY2023 budget

4:05 p.m. Meeting adjourned