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Foothills Regional Commission  
Special Called Executive Committee Meeting  
April 24<sup>th</sup>, 2025  
Minutes

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**Committee Members Present**

- **Chairman** Fred Baisden, Polk County
- **Vice-Chair**, Max Hopper, Cleveland County
- **Secretary**, Bryan King, Rutherford County
- Jack Shytte, Town of Polkville

**Committee Members Absent**

- Jimmy Dancy, Town of Rutherfordton
- Dean Buff, McDowell County
- Ashley Wooten, McDowell County

**FRC Staff Present**

- Danna Stansbury
- Charlotte Sullivan
- Amanda Scott

**Call to order**

Foothills Regional Commission's (FRC) special-called Executive Committee meeting was held at ICC in the Engineering Technology and Workforce Development Building on April 24<sup>th</sup>, 2025. Chairman Fred Baisden called the meeting to order at 2:27 pm.

**Discussion Items**

- **Facilities Update and FEMA Claim**

Danna Stansbury provided an update on the condition of the Commission's building. Significant mold and asbestos have been discovered, making continued occupancy unsafe. For FEMA funding eligibility, displacement will likely be required. FEMA and Roston consultants will meet with the Commission in May to discuss the next steps. In preparation, staff have been asked to begin packing personal belongings.

Alternate office spaces are being explored, including the ICC campus (a meeting with Dr. Annunziata is scheduled), the office space offered by Main Street Financial (limited to 6–7 offices), and other potential local facilities. Options at the Equestrian Center are currently unavailable due to other tenants. The goal is to keep departments close together, if not in the

same location.

- **CDBG Disaster Recovery Funds**

Danna reported that the state is allocating CDBG Disaster Recovery funds. Due to the complexity of compliance and reporting, Roston will be contracted to assist. This could potentially bring up to **\$250 million** to the region. A call center may also be established to support local governments, businesses, and individuals. While other disaster-related funds (EDA, ARC, General Assembly) have been awarded, they are comparatively small in scale. The existing RFP from the fall allows continued work with Roston without reissuing a new RFP.

- **Accounting Transition – Carl Shaw**

Fred Baisden, Charlotte Sullivan, and Danna Stansbury plan to meet with Carl Shaw to begin transitioning accounting duties away from him. The auditors will take on responsibility for preparing financial statements. Charlotte and Pam have been training in housing-related accounting, and the auditors are expected to fill any knowledge gaps. An additional accountant may be hired for oversight at a lower cost than Carl.

Carl may continue to complete the Form 990 if willing; if not, alternatives will be pursued. The audit firm can handle it for one year if necessary but prefers not to manage tax filings. Bryan King suggested Prestige Solutions, which provides CFO services and financial management for similar organizations. The automatic contract renewal with Carl requires a 60-day notice, making the timeline urgent.

### Motion to Enter Closed Session

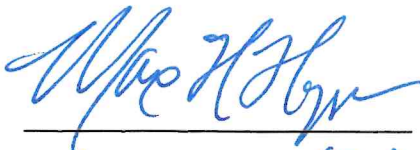
Chairman Baisden motioned to enter closed session pursuant to N.C.G.S. § 143-318.11(a)(6) to discuss a personnel matter.

- No objections were raised.
- Motion to enter: Jack Shytle
- Seconded: Max Hopper.

### Adjournment

Chairman Fred Baisden adjourned the meeting at 3:10 pm.

Respectfully submitted,



Chair, Fred Baisden



Secretary, Bryan King