**CASF Board of Directors Minutes**

May 8, 2025 at 9:36 AM

Attending Board Members: Daniel Crapps, Richard Mankin, Gil Levy, Becky Hunt, Debby Kinman-Ford, Darleen Morgan, Jason Shaw, Brenda Thornton

Vice President D. Crapps chaired the Meeting in President Frank Williams’ absence.

Attending Team Members: Philip Kabler, Cindy Starling-Hersey, Darla Morgan, Monica Heinecker

**CALL TO ORDER/QUORUM CHECK**

A quorum was in attendance with eight Board Members present.

**CONSENT ITEMS**

Following motion by Darleen Morgan, and second by R. Mankin, the following were unanimously approved and ratified: (a) Meeting Agenda; (b) April 10, 2025 Meeting Minutes and actions; and (c) there will be no July Meeting.

**ACTION ITEMS**

**Action item – SouthState Bank loans status (term, line of credit):**

Following motion by Darleen Morgan, second by B. Hunt, and unanimous approval, payment of the $175,000 term loan (subject to accrued interest) will be made from the ERTC funds prior to the adoption of the FY 25/26 budget.

G. Levy and Darleen Morgan recommended that the flood insurance element of the line of credit be reviewed with SouthState Bank, with a request that the LOC be converted to a unsecured loan.

**Report item – Insurance policies renewal:**

Darla Morgan reported the 2025/2026 property and casualty insurance policies were renewed. The single annual payment will be made.

**Action item - CASF Amended & Restated Articles of Incorporation, Bylaws:**

P. Kabler was instructed to research if the Amended & Restated Articles of Incorporation and Bylaws can be adopted by some form of e-mail communication.

[Post-Meeting note: The vote taken during the Meeting was ineffective. It was determined per the Bylaws, there was an insufficient number of Board Members present to vote for adoption.]

**Report item – Transfer of Columbia County properties to CASF, title search:**

P. Kabler reported that it is timely to resume the process of transfer of the Columbia County Properties following the nominal expiration of the DCF challenge grant-related mortgage. That mortgage will need to be formally satisfied of-record by DCF. James M. McCarty, Jr., CDS’ attorney for this matter, was requested to update the prior title search and prepare the quit claim deeds.

Action item – Approval to explore selling Bivens:

Following motion by Darleen Morgan, second by D. Kinman-Ford, and unanimous approval, D. Crapps and P. Kabler were authorized to research the sale of Bivens and relocation of the programs located there.

Vice President D. Crapps adjourned the meeting at 9:38 AM.