

EDGEFIELD COUNTY



Vision - Every Edgefield County child will be prepared for success in school.

Mission - First Steps empowers Edgefield County families and caregivers to prepare children for school success by delivering, enhancing, and expanding high-quality early childhood services.

**Board Meeting Agenda**  
**January 12, 2026**  
**6:00 p.m.**

- I. Welcome
- II. Board Officer Elections
- III. Approval of Minutes from November 10, 2025
- IV. Executive Director's Report for December
- V. Program Performance as of December 31, 2025
- VI. Expenditure Report as of December 31, 2025
- VII. Review of FY 26 Resource Development Plans
- VIII. 2026 Board Committee Assignments and Upcoming Meeting Schedule
- IX. Strategic Plan
- X. Other Business – Reallocation request
- XI. Adjourn

## Executive Director's Report for December 2025

- Took books to 4K and 5K at Merriwether
- Completed reallocation to add extra carryforward and new grant money
- Participated in Edgefield County Interagency Council meeting
- Wrote trainings for January 2026 child care training
- Donated 140 books for Johnston Community Holiday Luncheon
- Referred 3 families (12 children) to Johnston Women's Garden Club for Christmas assistance and delivered gifts to the families
- Completed final class for 2<sup>nd</sup> Triple P group - 12 parents successfully completed all sessions
- Held 2 child care orientation sessions and awarded 1 ABC scholarship and 1 in-house scholarship to parents on waiting list
- Taught child care training classes – had 3 in attendance and they received 2.0 hours credit
- Worked with HIPPI home visitors to get families enrolled

Total hours worked for December: 138 hours (includes 23.0 hours annual leave)

## 2025-2026 Program Performance Information (through December 31, 2025)

- 209 Library Program – 50 children projected to serve  
36 unduplicated children served
- 212 Imagination Library – 300 children projected to serve  
253 carried over – 79 new enrolled  
39 graduated; 3 terminated for non-resident  
1667 books mailed
- 222 Triple P – 33 projected to serve  
25 families enrolled – 25 have completed
- 225 HIPPIY – 10 children projected to serve  
10 children enrolled
- 323 Enhanced Early Education (EEE) – 42 children projected to serve  
60 children enrolled  
1021 tutoring sessions totaling  
392 hours
- 330 Early Childhood Education – 14 children projected to serve  
15 families enrolled – 16 children enrolled
- 605 Child Care Training – 44 unduplicated staff members projected to serve  
8 trainings – 10.0 credit hours  
47 unduplicated staff members  
9 unduplicated centers  
245 total unduplicated children impacted
- 703 Child Care Scholarships – 33 projected to serve (30 ABC and 3 In-House)  
30 children enrolled – 29 ABC and 1 In-House scholarships;  
10 on waiting list

As of 12-31-25

Edgefield County First Steps - Program Year July 1, 2023 - June 30, 2024

Program Code	Program	Fund 120 Ready Grant	Fund 121 State Carryover	Fund 130 READY Triple P	Fund 160 State Innov HIPPY	Fund 150 State Private	Fund 200 Cash Money	Fund 325 Federal HIPPY	Fund 550 State Allocation	Fund 560	Total Allocated	Spent to Date	Money Remaining	% Spent
101	Admin	\$1,944	\$806				\$850		\$21,133	\$250	\$24,983	\$11,272.70	\$13,710.30	45%
180	Core	\$1,245	\$320			\$1,320	\$11,255		\$16,883	\$5,497	\$36,520	\$8,920.01	\$27,599.99	24%
209	Library	\$156	\$40				\$1,000		\$9,111	\$4,525	\$14,832	\$1,605.08	\$13,226.92	11%
212	Imag Library	\$156	\$40				\$5,179		\$5,810	\$1,020	\$12,205	\$4,099.23	\$8,105.77	34%
222	Triple P	\$1,167	\$300	\$5,000			\$4,000		\$34,024	\$3,655	\$48,146	\$13,118.48	\$35,027.52	27%
225	HIPPY	\$389	\$100		\$19,925			\$24,483	\$4,026	\$50	\$48,973	\$6,588.00	\$42,385.00	13%
323	EEE	\$389	\$100						\$47,026	\$3,050	\$50,565	\$10,520.93	\$40,044.07	21%
330	ECE	\$389	\$100				\$4,000		\$44,026	\$5,050	\$53,565	\$27,016.21	\$26,548.79	50%
605	Training	\$1,167	\$300				\$4,500		\$26,079	\$1,150	\$33,196	\$9,763.58	\$23,432.42	29%
703	Scholarships	\$780	\$200				\$5,000		\$14,050	\$100	\$20,130	\$5,492.52	\$14,637.48	27%
	Total	\$7,782	\$2,306	\$5,000	\$19,925	\$1,320	\$35,784	\$24,483	\$222,168	\$24,347	\$343,115	\$98,396.74	\$244,718.26	29%

# Edgefield County Partnership FY 26 Resource Development Plan

## This Year's Goals and Progress

FY 26 Goal Match	60%	FY 26 Goal Cash	\$22,600	FY 26 Goal In Kind	\$293,600
FY 26 ACTUAL, Match %	TBD	FY 26 ACTUAL, Cash	TBD	FY 26 ACTUAL, In-Kind	TBD

## Detail by Resource Category

Resource Category	Totals for FY 25	Goals for FY 26	Progress for FY 26	FY 26 Comments
<b>Grants</b>				
# of Grant Applications Submitted	4	4	4	READY grant infrastructure, READY Triple P, SC Endeavors, HipPy
# of Grants Received	4	4	5	READY grant infrastructure, READY Triple P, SC Endeavors, HipPy, Babo's All in Team Foundation
Total Funds Received	\$31,926	\$15,000	\$60,890	READY grant infrastructure, READY Triple P, SC Endeavors, HipPy, Babo's All in Team Foundation (\$14,408), Babo's All in Team Foundation (\$1,200)
# of Events Hosted	0	1	0	
# of Events as Participant*	1	1	1	
Total \$ Board Donations	\$3,052	\$1,500	\$2,788	NASCAR fundraiser
Total \$ Board Members Donating	\$617	\$400	0	
% of Board Members Giving	100%	100%	0%	Based on current # of Board members
# of Donations	2	1	0	
Total Funds Donated	\$105	\$75	\$0	
# of Donors DPIL	57	50	5	
Total \$ Donations DPIL	\$4,540	\$3,500	\$1,158	Includes \$560 from anonymous donor directly to Dollywood Foundation
Cash Back VISA	\$500	\$500	\$0	
Other	\$1,906	\$1,625	\$1,320	StoryWalk, State fundraiser, and other misc. donations

\*Events as participant should include online campaigns through organizations outside of First Steps, along with community events and other activities where the partnership is the recipient of funds through a campaign or event

\*\*Other appeals include donations by mail or in categories not defined as board giving, an event, staff giving, or online donations

\*\*\*Donations in this category include any given online (not as part of a specific event such as a Give Local campaign). This can include Network for Good or any 3rd-party internal mechanism

Edgefield County First Steps  
 2025-2026 In Kind Resource Development Plan  
 FY 26 Goal - \$293,600 through in-kind resources

Source	Type	FY 25 Actual Amount	FY 26 Goal Amount	FY 26 Actual as of 12-31-25
Edgefield County Chamber of Commerce	Office space, Board meeting space, and child care training space	\$3,600	\$3,600	0
Edgefield County School District	Family Literacy – administrative oversight, facilities maintenance, utilities	\$130,750	\$92,000	\$69,714
First Book	Value of books vs. cost of books	\$35,105	\$23,000	\$15,194
SC Department of Social Services	ABC scholarships	\$238,020	\$175,000	\$0
Totals		\$407,475	\$293,600	\$84,908



January 12, 2026

Members Present: Caitlin Edwards, Gail Jackson, Jill Jolly, Phyllis Lott, Averie Morris, Lisa Tillman, Stephanie Wallace, Brenda Weaver, and Renee Williams

Members Absent: Demeterius Brown (excused), Emanuel Gilchrist (excused), Jennifer Satterwhite, and Astrid Yeldell

A meeting of the Edgefield County First Steps Partnership Board was held on January 12, 2026. Chair Gail Jackson called the meeting to order at 6:06 p.m. in the Chamber of Commerce office. She welcomed everyone to the meeting.

The first item on the agenda was the election of Board officers, and the floor was opened for nominations. Averie Morris nominated Gail Jackson as Chair. There were no additional nominations for Chair. Averie nominated Renee Williams as Vice-Chair. There were no additional nominations for Vice-Chair. Gail nominated Caitlin Edwards as Secretary. There were no additional nominations for Secretary. There was a motion by Averie to approve the proposed slate of officers. There was a second from Jill and the motion was approved. Gail Jackson continued the role of Chair for the remainder of the meeting.

The first item on the agenda was approval of the minutes from the November 18, 2025, meeting. After a motion from Stephanie and a second from Renee, the minutes were approved.

Gail asked everyone to look at the Executive Director's report for the month of December (see attached). Candi expanded on a couple of items. There were no additional questions or comments.

Gail called everyone's attention to the FY 26 Program Performance Report (see attached). Candi said we are doing very well – HIPYPY has had some issues, but Candi said she thinks we are on track now will full enrollment. Some visits have begun.

The next item on the agenda was the FY26 year-to-date budget expenditure report (see attached). The report covers 6 months of the fiscal year so expenditure percentages should be approximately 50%. Our overall spending is 29% so we are under budget in several areas. Candi said she was not concerned and will monitor and/or increase spending during the 3<sup>rd</sup> quarter to ensure that the programs have what they need and so that we will not have too much carryforward. She will also be requesting to move some funding to scholarships to ensure we are on track with spending.

Candi called everyone's attention to the resource development plans that showed our progress on our financial goals (see attached). We have made progress on most of our goals in our resource development plans. For the Imagination Library, Candi will start sending the sponsor renewal request letters, along with their tax receipts for their donations in 2025 for those who are current sponsors, by the end of the month. Candi has written 4 grants so far this year and we have received all 4 grants, with an additional grant that was written last fiscal year being received this fiscal year. In kind donations are also on target.

The next item on the agenda was the FY 26 Board committee assignments. There are currently 3 committees on our Board – Personnel/Administration, Program, and Finance/Renewal. Board members were then asked to select a committee on which to serve. The Personnel/Administration Committee will consist of Stephanie Wallace, Renee Williams, Lisa Tillman, and Brenda Weaver. The Programs Committee will consist of Averie Morris, Emanuel Gilchrist, Jill Jolly, and Jennifer Satterwhite. The Finance/Renewal Committee will consist of Gail Jackson, Caitlyn Edwards, Demeterius Brown, Phyllis Lott, and Astrid Yeldell. The Personnel/Administration Committee will meet within the next few weeks to complete the performance evaluation for Candi so it can be approved by the Board at the February meeting.

Candi gave the Board members the proposed dates of the full Board meetings for 2025 - February 9, 2026 (virtual), April 14, 2026, September 14, 2026, and November 9, 2026. There was a motion by Stephanie with a second from Gail to approve the 2026 Board meeting dates. The motion was approved. The Programs and Finance/Renewal Committees will meet sometime in February and March.

The 2027-2029 Strategic Plan process was next on the agenda. The Board reviewed and accepted draft language for our vision, mission, and values – these are changing slightly from our 2024-2026 strategic plan and are more aligned with the SC First steps values. The priority areas for the Strategic Plan were determined when the 2027-2029 Needs and Resources assessment was completed. Candi will complete a draft of the full strategic plan and send to Board members by 5:00 p.m. on February 2, 2026, so the Board will have time to review before the February 9, 2026, virtual Board meeting when the plan will be approved.

In other business, Candi presented the Board with a reallocation request to take \$2,500 from child care training, \$2,500 from Triple P materials, and \$2,500 from Triple P salaries. This will be moved to child care scholarships to fund at least 3 additional in-house scholarships through June 30, 2026. After a motion from Gail and a second from Stephanie, the motion was approved.

There being no further business, after a motion by Emanuel and a second from Gail, the meeting was adjourned at 7:21 p.m.

Respectfully submitted,  
Candi Lalonde, Executive Director

*Candi Lalonde*