



AGENDA

OCONEE COUNTY FIRST STEPS EXECUTIVE COMMITTEE MEETING

August 29, 2025

10:00 AM

Westminster Depot | 135 E Main St, Westminster, SC 29693

I.	Welcome & Introductions	Vanessa Earle, Chair
II.	Attendance:	Ashley Robertson
III.	Quorum Confirmation	Vanessa Earle and Ashley Robertson
IV.	Approval of Agenda	Vanessa Earle and Ashley Robertson
V.	Vote to Approve the Amended Fiscal Year 2026 Budget	
VI.	Adjourn	Vanessa Earle, Chair

OCONEE COUNTY FIRST STEPS PARTNERSHIP

Revision Date:

FY26

PROGRAM CODE: 212
 PROGRAM TITLE: Dolly Parton Imagination Library
 LOCAL TITLE:
 VENDOR NAME: IN-HOUSE

BUDGET NARRATIVE (NO CALCULATIONS):

EXECUTIVE DIRECTOR: ED salary and PS salary are a fixed percent of salary. PAYROLL TAXES: Both are fixed percentage of salary. FRINGE: Ed and PS are a fixed percentage of salary. OFFICE RENT: SMM IN-KIND support TELEPHONE: telephone and internet a DOI Insurance with other insurance is fixed percent of salary. TRAVEL: Mileage at \$0.655, lodging, and meals BOOKS: Books are funded by Fund 20 private donations, SCFS funds and IN-KIND support from DPIL. OCFS will seek private donations through fundraising events and sponsorships. We will use funds to vigorously advertize in the community to agencies, families and business with our goal to find matching funds and donations. Consultants for Partnerships has been added to assist with marketing, registration and data.

MODEL CODE	MODEL CODE TITLE	BASE	% OR CA Model	ANNUAL TOTAL	FUND 200 Local Private	FUND 250 Local In-Kind	FUND 550 E.I.A. Approp.	FUND 560 E.I.A. Carry Forward	ANNUAL TOTAL	LEFT TO ALLOCATE
ALLOCATED & NON-ALLOCATED PAYROLL COSTS										
510200	Executive Director		time	\$ 16,328		\$ -	\$ 16,328		\$ 16,328	\$ -
510700	Program Specialist		time	\$ -		\$ -			\$ -	\$ -
Total Salaries:				\$ 16,328	\$ -	\$ -	\$ 16,328	\$ -	\$ 16,328	\$ -
511300	Payroll Taxes	\$ 16,328	7.65%	\$ 1,249			\$ 1,249		\$ 1,249	\$ 0
511400	Fringe Benefits		time	\$ 2,340			\$ 2,340		\$ 2,340	\$ -
Sub-Total 5100: Payroll				\$ 19,917	\$ -	\$ -	\$ 19,917	\$ -	\$ 19,917	\$ 0
OPERATIONS										
511500	Professional Development		time	\$ -					\$ -	\$ -
512000	Consults for Partnership		direct	\$ 3,000			\$ 3,000		\$ 3,000	\$ -
515000	Office Rent		time	\$ 1,154		\$ 1,154			\$ 1,154	\$ 0
516000	Telephone		time	\$ 652			\$ 652		\$ 652	\$ -
517500	Office Supplies		direct	\$ 25			\$ 25		\$ 25	\$ -
517500	Office Supplies		time	\$ 52			\$ 52		\$ 52	\$ -
518000	Insurance (non-health)		time	\$ -					\$ -	\$ -
518500	Travel		direct	\$ 100			\$ 100		\$ 100	\$ -
518500	Travel		time	\$ 973			\$ 973		\$ 973	\$ -
519700	Advertisement		direct	\$ 1,250			\$ 1,250		\$ 1,250	\$ -
519900	Miscellaneous		direct	\$ 7,000	\$ 7,000				\$ 7,000	\$ -
519800	Memberships		direct	\$ 1,322			\$ 1,322		\$ 1,322	\$ -
Sub-Total 5100: Operations				\$ 15,528	\$ -	\$ -	\$ 15,528	\$ -	\$ 15,528	\$ 0
PROGRAM MATERIALS										
530300	Books			\$ 480,000	\$ -	\$ 435,000	\$ 45,000		\$ 480,000	\$ -
Sub-Total 5300: Program Materials				\$ 480,000	\$ -	\$ 435,000	\$ 45,000	\$ -	\$ 480,000	\$ -
TOTAL				\$ 515,445	\$ 7,000	\$ 436,154	\$ 72,291	\$ -	\$ 515,445	\$ 0