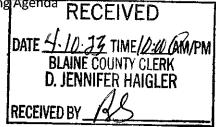
Opportunities, Inc. Board of Directors April 27, 2023 Regular Meeting Agenda

OPPORTUNITIES, INC.

COMMUNITY ACTION AGENCY

REGULAR MEETING BOARD OF DIRECTORS AGENDA

April 27, 2023 @ 5:30 p.m. 117 W. Russworm Drive Watonga, OK 73772



(NOTE: The Opportunities, Inc. Board of Directors may discuss, vote to approve, vote to disapprove, vote to table, or decide not to vote on any item requiring Board Action)

1. Call to Order	D. McGee	
2. Affirmation of Quorum	D. McGee	
3. Introduction of Guests	D. McGee	
4. Consent docket: The following items of business may be voted upon by a single vote of the Board without discussion, unless and except for any item which anyone of the Board desires to have discussion about at the meeting, in which case, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket:		
 4a. Approval of Agenda	Board ActionBoard ActionBoard ActionBoard ActionBoard ActionBoard ActionBoard ActionBoard ActionBoard Action	
5. Program Reports (Written Reports)		
5a. Housing ➤ HHO Financials: March, 2023 ➤ Hooker House Rentals: March, 2023	Rick Gowin	
5b. RSVP	Alicia Ford	
5c. RX	No Report	
5d. Watonga Outreach	Opal Clyden	
5e. Clinton Outreach/SHIP/MIPPA	Keri Divis	
6. Staff Reports (Written Reports) 6a. Compliance	Susan Smith	

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	6b. Human Resources	Opie Clyden	
	6c. Fiscal	Shannon Sattler	
	VITA Report		
	Client Satisfaction Survey	Shannon Sattler	
	> CAPTAIN Data Collection	Shannon Sattler	
7.	Executive Director Report (Written & Verbal Reports)	Carla Flynn	
	> Information PR	No Report	
8.	Accept & Approve (Program & Financial & Executive Director) Reports	<u>Board Action</u>	
9.	9. New Business (any matters not known about, or which could not have been reasonable foreseen		
	prior to the time of agenda posting). Anyone wishing to speak must make their presence known		
	to the board chairperson prior to the start of the meeting and must agree to limit	their remarks	
	to three (3) minutes or less:		
10.	Next Scheduled MeetingMay 25, 2	.023 @ 5:30 pm	
11.	. Adjournment	<u>Board Action</u>	

Opportunities, Inc.

Board of Director's Regular Meeting

March 23, 2023

5:30 p.m.

(Open meeting laws regarding prior notice of meeting and posting of agendas have been met. Agenda was recorded and posted timely on the agency web page and Opportunities, Inc. office.)

- 2. Dwight McGee called the meeting to order at 5:30 P.M., a quorum was declared (11/12). Affirmation of Quorum/Members present were Betty King, Dwight McGee, Russell Morrison, Barbara Quigley, Montie Bullis, Michael Jones, Debbie Biehler, Adam Lovitt, Jay Custar, Freda Hausner and Jennifer Haigler. The following staff members attended the meeting: Carla Flynn, Shannon Sattler and Opal Clyden.
- 3. Introduction of guests: N/A
- 4. 4a thru 4c were approved under the consent docket. Debbie made a motion to approve the Consent docket with Russell seconding the motion. Voice Vote was unanimous to approve.
 - 4a. Approve Agenda Approved unanimously.
 - 4b. Approve minutes from 02/23/2023 Approved unanimously.
 - 4c. Approve Statement of Revenue & Expenditures Approved unanimously.
 - > Approve Agency Balance Sheet Approved unanimously
 - ➤ Approve General Fund Account Approved unanimously.
 - ➤ Review and approve Funding Sources Approved unanimously.
 - ➤ Approve Credit Charges Approved unanimously.
 - Approve Thrift Store Transaction Log Approved unanimously.
- 5. Program Reports: Written Reports were given by Program Directors and staff as follows:

 5a. Housing (HOA):

 HHO Financials: February, 2023.

 Hooker House Rentals: February, 2023.

 Rick Gowin

 No Report

 5c. RX.

 No Report

 5d. Watonga Outreach.

 Clinton Outreach/ SHIP/MIPPA.

 Keri Divis

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- 7. Executive Session of public bodies will be permitted for the purpose of: Discussing the Employment, hiring, appointment, promotion, demotion, disciplining or resignation of any Individual salaried public officer or employee.
- 8. Adam made the motion to return to regular session from Executive session at 6:39 pm. Second was made by Michael. Voice vote was unanimous to approve.
- 9. Michael made a motion for the Board Chairman to go over the ED evaluation with approval of the recommendation. Second was made by Adam. Voice vote was unanimous to approve.
 - Dwight noted that it was recommended, voted on and approved that the ED be given a one time stipend of \$4,500. It is noted that the ED had previously spoken with the Board Chairman and stated that if a raise was offered it would be declined. She stated that this was because she felt it necessary based on grant fund changes so she thought it would be best to see how the year goes with the new budget allocations in place.
- 11. Accept and approve Program, Financial and ED Reports. Motion by Barbara to approve all reports. Seconded by Betty. Voice vote was unanimous to approve.
- 12. New Business: N/A
- 13. Next schedule meeting is for Regular Meeting on April 27, 2023 at 5:30 pm.
- 14. There being no other business before the board, Adam motioned to adjourn the meeting at 7:00 p.m. Motion was seconded by Russell. Voice vote was unanimous to approve.

Opportunities, Inc. Board of Directors March 23, 2023 Regular Meeting Minutes

Minutes recorded by: Opal Clyden, HR Director

Minutes transcribed and written by: Carla Flynn, Executive Director

Minutes approved by:

Russell Morrison

Secretary