OPPORTUNITIES, INC.

COMMUNITY ACTION AGENCY

**REGULAR MEETING**

**BOARD OF DIRECTORS AGENDA**

May 25, 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

1. 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which anyone of the Board desires to have discussion about at the meeting, in which case, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket: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 Action**

4b. Approval of Minutes (April 27, 2023)………..………………….……..………………………….**Board Action**

4c. Review & Approve Agency Statement of Revenue & Expenditures………………….**Board Action**

* Approve Agency Balance Sheet…………………………………………………………....…**Board Action**
* Approve General Fund Account………………………………………………………………**Board Action**
* Review & Approve Funding Sources……………………………………………………….**Board Action**
* Approve Credit Card charges ………………………………………………..……………….**Board Action**
* Approve Thrift Store Transaction Log……………………………………………………..**Board Action**
* Approve Updated HR Policy & Procedures……………………………………………..**Board Action**
* Approve Updated Financial Policy & Procedures…………………………………….**Board Action**

5. Program Reports (Written Reports)……………………………………………………………………………..………………

5a. Housing (HOA):……………………………………………………………………………………………………Rick Gowin

* HHO Financials: April, 2023…..…………………….……………………………………………….Rick Gowin
* Hooker House Rentals: April, 2023…..………………………………………………………….Rick Gowin

5b. RSVP…………………………………………………………………………………………………..………………..Jan Franks

5c. RX…………………..…………………………………………………………………………………………..………Linda Cline

5d. Watonga Outreach……………………………………………………………………………………………..Opal Clyden

 5e. Clinton Outreach/SHIP/MIPPA……………………………………………………………………………...Keri Divis

6. Staff Reports (Written Reports)

 6a. Compliance.…………………………………..………………………………………………………………….Susan Smith

 6b. Human Resources………………………..…….……………………………………………………………..Opie Clyden

* Benefits.………………………………………………………………………………………………………..Opie Clyden

6c. Fiscal……………………………………………………………………………………………………………..Shannon Sattler

7. Executive Director Report (Written & Verbal Reports)………………………………………………..Carla Flynn

* Information PR………………………………………………………………………………….……………Carla Flynn

 8 Accept & Approve (Program & Financial & Executive Director) Reports………………….**Board Action**

 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 Meeting…………………………………………………………………….….June 22, 2023 @ 5:30 pm

 11. Adjournment.….….………………………………………………………………………………………………….**Board Action**