



OPPORTUNITIES, INC.



117 WEST RUSSWORM • P.O. BOX 569 • WATONGA, OK 73772 • 580-844-5010 • FAX 580-844-5011 • www.oppincok.org

CARLA FLYNN
EXECUTIVE
DIRECTOR

RETIRED SENIOR
VOLUNTEER PROGRAM

TAX PREPARATION

COMMUNITY SERVICE
BLOCK GRANT

OUTREACH

EMERGENCY
FOOD
&
SHELTER

HEARTLAND HOUSE
APARTMENTS
WOODWARD

HEARTLAND ORIGINAL
APARTMENTS
GUYMON

HEALTH CARE

RX FOR OKLAHOMA

SAF



July 6, 2023

Dear Board Members:

Our next scheduled regular board meetings will be held **Thursday, July 27th, 2023** at Opportunities, Inc., located at 117 W. Russworm Drive, Watonga, OK. For those of you that would like to eat prior to the meeting please come by 5 pm so that we can start the meeting promptly at 5:30 pm. The rest of the meals will be in to-go containers for carryout.

The following schedule is provided for your information:

- 5:30 pm Opportunities, Inc. Board Meeting

Members traveling into Watonga from outlying areas are reminded you need to post your start and ending odometer reading from your departure location to Watonga and back on your travel claim. Any board members traveling from outside of Watonga may claim mileage expense).

If for some reason you are unable to attend this meeting, please let me, or Darlene know before-hand. We need to keep a head count for the purpose of determining a quorum. If anyone needs any kind of accommodation or assistance, let me know. If you have any questions, give me a call.

Sincerely,

Carla Flynn
Executive Director

cc: Staff & Program Directors

- Atch: 1. Previous meeting minutes
2. July Agenda

"Empowering individuals, families and communities to overcome poverty"

"A COMMUNITY ACTION AGENCY"
PEOPLE HELPING PEOPLE

Opportunities, Inc.
Board of Director's Regular Meeting
June 22, 2023
5:30 p.m.

(Open meeting laws regarding prior notice of meeting and posting of agendas have been met. The agenda was recorded and posted timely at the Blaine County Clerk's office and Opportunities, Inc. office.)

1. Dwight McGee called the meeting to order at 5:30 P.M., a quorum was declared (10/12).
Affirmation of Quorum/Members present were: Montie Bullis, Michael Jones, Betty King, Russell Morrison, Barbara Quigley, Debbie Biehler, Freda Hausner, Jay Custar, Adam Lovitt, and Dwight McGee. The following staff members attended the meeting: Carla Flynn, Shannon Sattler, and Opal Clyden.
2. 2a. Approve re-appointment of board member Callie Waldrop from the Low-Income Sector.
2b. Approve re-appointment of board member Debbie Biehler from the Private Sector.
Barbara made a motion to accept the nominations with Adam seconding the motion. Voice Vote was approved unanimously.
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 05/25/23 – 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:

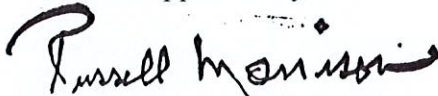
5a. Housing Program Report: Written report by Rick Gowin
 - HOA Financials: May, 2023.....
 - Hooker House Rentals: May, 2023.....
 - Carla Flynn gave an update on each property. She stated everything was going well at each site and both Woodward and Guymon were at 100% capacity. She stated that one of the homes in Hooker is vacant, so Rick and Michelle are looking for a new renter. She also informed the board that there were no unusual or large expenditures on the monthly reports.

- 5b. RSVP..... Written Report by Alicia Ford
- 5c. RX.....No Report
- 5d. Watonga Outreach..... Written Report by Opal Clyden
- 5e. Clinton Outreach//SHIP/MIPPA Written Report by Keri Divis
6. Staff Reports:
- 6a. Compliance..... Written report submitted by Susan Smith.
- 6b. Human Resources..... Opal Clyden
- 6c. Fiscal..... Shannon Sattler
7. Executive Director Report: Carla gave the board a final report from Mobile Smiles and stated There were 519 services saving the clients \$18, 920.00. She also said Opportunities, Inc. Is trying to schedule a date for Mobile Smiles in Woodward next. Carla then informed the Board that she was finally given approval from ODOC to sell the Mobile Kitchen that has Been sitting in the back parking lot. She was instructed to take bids, so ads were placed on The agency FB page and in the Watonga Republican. She stated that 2 bids had come in and The opening date is June 30th.
8. Accept and approve Program, Financial and ED Reports. Motion by Betty to approve all reports. Seconded by Adam. Voice vote was unanimous to approve.
9. New business: N/A
10. Next schedule meeting is for Regular Meeting on July 27, 2023 at 5:30 pm.
11. There being no other business before the board, Jay motioned to adjourn the meeting at 6:00 p.m. Seconded by Barbara. Voice vote was unanimous to approve.

Minutes recorded by: Opal Clyden, HR Director

Minutes transcribed and written by: Carla Flynn, Executive Director

Minutes approved by:



Russell Morrison
Secretary

Opportunities, Inc. Board of Directors July 27, 2023 Regular Meeting Agenda
OPPORTUNITIES, INC.
COMMUNITY ACTION AGENCY
REGULAR MEETING
BOARD OF DIRECTORS AGENDA

July 27, 2023 @ 5:30 p.m.
117 W. Russworm
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 Action
 - 4b. Approval of Minutes (June 22, 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 chargesBoard Action
 - Approve Thrift Store Transaction Log.....Board Action
5. Program Reports (Written Reports).....
 - 5a. Housing.....Rick Gowin
 - HHI Financials: June, 2023.....Rick Gowin
 - HHO Financials: June, 2023.....Rick Gowin
 - Hooker House Rentals: June, 2023.....Rick Gowin
 - 5b. RSVP.....Written Report
 - 5c. RX.....Written Report
 - 5d. Watonga Outreach.....Written Report
 - 5e. Clinton Outreach/SHIP/MIPPAWritten Report
6. Staff Reports (Written Reports)
 - 6a. Compliance.....Written Report

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

- 6b. Human Resources.....Written Report
- 6c. Fiscal.....Shannon Sattler
- Captain Report.....Shannon Sattler
 - Client Satisfaction Survey.....Shannon Sattler
 - Institutional Budget.....Shannon Sattler
7. Executive Director Report (Verbal Report).....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.....August 24, 2023@ 5:30 pm
11. Adjournment.....**Board Action**