

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

February 13, 2025

Dear Board Members:

Our next scheduled regular board meeting will be held **Thursday, February 27th, 2025**, 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 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:

- 5:00 pm Opportunities, Inc. HHI Board Meeting
- 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 the 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. February Agenda

“Empowering individuals, families and communities to overcome poverty”

“A COMMUNITY ACTION AGENCY”
PEOPLE HELPING PEOPLE

RETIRE 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



OPPORTUNITIES, INC.
COMMUNITY ACTION AGENCY
REGULAR MEETING
BOARD OF DIRECTORS AGENDA

January 23, 2025 @ 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. Dwight McGee called the meeting to order at 5:30 P.M

2. Affirmation of Quorum.....D. McGee
Dwight McGee called the meeting to order at 5:30 P.M., a quorum was declared (9/12).
Affirmation of Quorum/Members present were Betty King, Dwight McGee, Jay Custar, Barbara Quigley, Montie Bullis, Callie Waldrop, Debbie Biehler, Waylon Upchego, and Crystal Campos. The following staff members attended the meeting: Carla Flynn and Shannon Sattler.
 - Resignation of Jennifer Haigler (Public).....
 - Accept & Approve Crystal Campos (Public).....Jay made a motion to accept the resignation and new appointment with Debbie seconding the motion. Voice vote was approved unanimously.

3. Introduction of Guests.....N/A

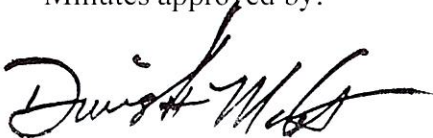
4. 4a thru 4k were approved under the consent docket with the April meeting cancelled due to a conference. Betty made a motion to approve the consent docket with Barbara seconding the motion. Voice Vote was unanimous to approve.
 - 4a. Approval of Agenda.....Board Action
 - 4b. Approval of Minutes (October 24, 2024).....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
 - 4d. Approve 2025 Pay Periods.....Board Action
 - 4e. Approve 2025 Holiday Schedule.....Board Action
 - 4f. Approve revised Organizational Chart.....Board Action
 - 4g. Approve 2025 Space Allocation.....Board Action
 - 4h. Approve 2025 Cost Allocation Plan.....Board Action
 - 4i. Approve 2025 Board of Directors Meeting Schedule.....Board Action
 - 4j. Approve 2025 Board of Directors Committee Assignments.....Board Action
 - 4k. Approve 2025 BOD Training Schedule.....Board Action

Opportunities, Inc. Board of Directors January 23, 2025 Regular Meeting Agenda

- 5. Program Reports (Written Reports).....
 - 5a. Housing (HHI-HOA):.....Rick Gowin
 - HHO Financials: October, November, December 2024.....Rick Gowin
 - Hooker House Rentals: October, November, December 2024.....Rick Gowin
 - 5b. RSVP.....Written Report
 - 5c. RXWritten Report
 - 5d. Clinton Outreach//SHIP/MIPPAWritten Report
- 6. Staff Reports (Written Reports)
 - 6a. Fiscal.....Shannon Sattler
 - Client Satisfaction Survey.....Shannon Sattler
 - CAPTAIN Data Collection..... Shannon Sattler
- 7. Executive Director Report (Written & Verbal Reports).....Carla Flynn
 - Information PR.....Carla Flynn
- 8. Accept & Approve (Program & Financial & Executive Director) Reports: Motion by Barbara to Approve all reports. Seconded by Betty. Voice vote was unanimous to approve.
- 9. New Business: N/A
- 10. Next schedule meeting is for Regular Meeting on February 27, 2025 at 5:30 pm.
- 11. There being no other business before the board, Callie motioned to adjourn the meeting At 6:10 p.m. Motion was seconded by Betty. Voice vote was unanimous to approve.

Minutes recorded, transcribed and written by: Carla Flynn, Executive Director

Minutes approved by:



Dwight McGee,
Board President

Opportunities, Inc. Board of Directors February 27, 2025 Regular Meeting Agenda
OPPORTUNITIES, INC.
COMMUNITY ACTION AGENCY
REGULAR MEETING
BOARD OF DIRECTORS AGENDA
 February 27, 2025 @ 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 Action**
 - 4b. Approval of Minutes (January 23, 2025).....**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**
 - 4d. Approve 2025 Affirmative Action Plan.....**Board Action**
5. Program Reports (Written Reports).....
 - 5a. Housing:.....Rick Gowin
 - HOA Financials: January, 2025.....Rick Gowin
 - Hooker House Rentals: January, 2025.....Rick Gowin
 - 5b. RSVP.....Gayla Petty
 - 5c. RX for Oklahoma.....Linda Cline
 - 5d. Clinton Outreach/SHIP/MIPPA.....Keri Divis
6. Staff Reports (Written Reports)
 - 6c. Fiscal.....Shannon Sattler
7. Executive Director Report (Written & Verbal Reports).....Carla Flynn
 - Information PR.....Carla Flynn

Opportunities, Inc. Board of Directors February 27, 2025 Regular Meeting Agenda

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.....March 27, 2025 @ 5:30pm
11. Adjournment.....**Board Action**