



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



May 7, 2025

Dear Board Members:

Our next scheduled regular board meetings will be held **Thursday, May 22nd, 2025** at Opportunities, Inc., located at 117 W. Russworm Drive, Watonga, OK. If you plan to eat prior to the meeting, please be here by 5:00 pm.

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 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. May Agenda

"Empowering individuals, families and communities to overcome poverty"

"A COMMUNITY ACTION AGENCY"
PEOPLE HELPING PEOPLE

Opportunities, Inc.

Board of Director's Regular Meeting

April 24, 2025

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. Adam Lovitt called the meeting to order at 5:30 P.M., a quorum was declared (8/12). Affirmation of Quorum/Members present were Betty King, Barbara Quigley, Montie Bullis, Michael Jones, Callie Waldrop, Debbie Biehler, Adam Lovitt and Jay Custar. The following staff members attended the meeting: Carla Flynn and Shannon Sattler.
3. Introduction of guests: N/A
4. 4a thru 4c were approved under the consent docket. Jay made a motion to approve the Consent docket with Betty seconding the motion. Voice Vote was unanimous to approve.
 - 4a. Approve Agenda – Approved unanimously.
 - 4b. Approve minutes from 04/27/2025– 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. Carla Flynn presented the findings and needs from the Community Needs Assessment Surveys that were distributed via Social Media, hand delivery, email or by mail. She stated that there were 259 surveys completed. Carla went over data on the spreadsheets that she handed out. After reviewing all of the documentation, Carla explained to the board that they would be voting on the 3 categories for the agency to address. The board discussed the 7 top priorities from the needs assessment before voting on the top 3. Carla explained that although some areas may have a high percentage it would be best to look at things the agency as a whole could address and work towards improvements. After discussion and reviewing the information presented, a motion was made by Michael Jones to use Dental; Health Insurance counseling; and Affordable Housing as the prioritized needs for the agency for the next few years. The motion was seconded by Jay with a unanimous vote to approve the motion.
6. Program Reports: Written Reports were given by Program Directors and staff as follows:
 - 6a. Housing (HOA):.....Rick Gowin
 - HHO Financials: March, 2025.....Rick Gowin
 - Hooker House Rentals: March, 2025.....Rick Gowin

- 6b. RSVP.....Gayla Petty
- 6c. RX.....Linda Cline
- 6d. Clinton Outreach/ SHIP/MIPPA.....Keri Divis

7. Staff Reports (Written Reports)

- 7a. Fiscal.....Shannon Sattler
 - VITA Report.....Shannon Sattler
 - Client Satisfaction Survey.....Shannon Sattler
 - CAPTAIN Data Collection.....Shannon Sattler

8. Executive Director Report (Verbal Report).....Carla Flynn

9. Accept and approve Program, Financial and ED Reports. Motion by Barbara to approve all reports. Seconded by Callie. Voice vote was unanimous to approve.

10. New Business: N/A

11. Next schedule meeting is for Regular Meeting on May 22, 2025 at 5:30 pm.

12. There being no other business before the board, Jay motioned to adjourn the meeting at 6:00 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:



Adam Lovitt
Secretary

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

May 22, 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 (April 24, 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**
5. Board Update – CAP, Strategic Plan, and Agency Outcomes.....**Board Action**
6. Board Update – Financial Policies.....**Board Action**
- 7 Program Reports (Written Reports).....
 - 7a. HousingRick Gowin
 - HHO Financials: April, 2025.....Rick Gowin
 - Hooker House Rentals: April, 2025.....Rick Gowin
 - 7b. RSVP.....Gayla Petty
 - 7c. RX.....Linda Cline
 - 7d. Clinton Outreach/SHIP/MIPPA.....Keri Divis
8. Staff Reports (Written Reports)
 - 8a. Fiscal.....Shannon Sattler

- 9 Executive Director Report (Written & Verbal Reports).....Carla Flynn
 - Information PR.....Carla Flynn
10. Accept & Approve (Program & Financial & Executive Director) Reports.....**Board Action**
11. 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:
12. Next Scheduled Meeting..... June 26, 2025 @ 5:30 pm
13. Adjournment.....**Board Action**