



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 ORGINAL
APARTMENTS
GUYMON

HEALTH CARE

RX FOR OKLAHOMA

SAF



June 16, 2025

Dear Board Members:

Our next scheduled regular board meetings will be held **Thursday, June 26th, 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:

- 5:00 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. June Agenda

"Empowering individuals, families and communities to overcome poverty"

"A COMMUNITY ACTION AGENCY"
PEOPLE HELPING PEOPLE

Opportunities, Inc.

Board of Director's Regular Meeting

May 22, 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.)

1. 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, Michael Jones, Barbara Quigley, Montie Bullis, Callie Waldrop, Debbie Biehler, Adam Lovitt,, Jay Custar, Waylan Upchego and Crystal Perez. The following staff members attended the meeting: Carla Flynn & Shannon Sattler.
2. N/A
3. 4a thru 4c were approved under the consent docket. Debbie 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 04/24/2025 – Approved unanimously.
 - 4c. Approve Statement of Revenue & Expenditures – Approved unanimously.
 - Approve Agency Balance Sheet - Approved unanimously
 - Approve General Fund Account – Approved unanimously.
 - Review & Approve Funding Sources - Approved unanimously
 - Approve Credit Card charges - Approved unanimously
 - Approve Thrift Store Transaction Log - Approved unanimously
5. Board Update – CAP, Strategic Plan, Logic Models and Agency Outcomes – Carla went over the Community Action Plan and gave an annual update on the success of each specific strategy included within the plan based on the logic models. She also gave a review and analysis of the agency's outcomes and any operational or strategic adjustments and improvements identified as necessary. Jay made a motion to approve the consent docket with Debbie seconding the motion. Voice Vote was unanimous to approve.
6. Board Update – Financial Policies: Carla presented the Financial Policies and stated that There are no changes or updates. Jay made a motion to approve the consent docket with Betty seconding the motion. Voice Vote was unanimous to approve.

7. Program Reports: Written Reports were given by Program Directors and staff as follows

- 7a. Housing:.....Rick 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 (Verbal Report).....Carla Flynn

10. Accept and approve Program, Financial and ED Reports. Motion by Betty to approve all reports. Seconded by Debbie. Voice vote was unanimous to approve.

11. New Business: N/A

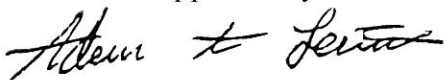
12. Next schedule meeting is for Regular Meeting on June 26, 2025 at 5:30 pm.

13. There being no other business before the board, Barbara motioned to adjourn the meeting at 6:10 p.m. Motion was seconded by Jay. Voice vote was unanimous to approve.

Minutes recorded by: Carla Flynn, Executive Director

Minutes transcribed and written by: Carla Flynn, Executive Director

Minutes approved by:



Adam Lovitt
Secretary

Opportunities, Inc. Board of Directors June 26, 2025 Regular Meeting Agenda
OPPORTUNITIES, INC.
COMMUNITY ACTION AGENCY
REGULAR MEETING
BOARD OF DIRECTORS AGENDA

June 26, 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
 - Re-Appointment of Michael Jones (public sector).....**Board Action**
3. Introduction of Guests.....D. McGee
4. Approve 2024 Annual Audit Report**Board Action**

5. 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:

- 5a. Approval of Agenda.....**Board Action**
- 5b. Approval of Minutes (May 22, 2025).....**Board Action**
- 5c. 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**
- 5d. Approve Final 2025 CNA.....**Board Action**
6. Review & Approve Agency Whistleblower Policy.....**Board Action**
7. Review & Approve Agency Record Retention Policy.....**Board Action**
8. Review & Approve Agency Succession Plan.....**Board Action**
- 9 Program Reports (Written Reports).....
 - 9a. HousingRick Gowin
 - HHO Financials: March, 2024.....Rick Gowin
 - Hooker House Rentals: March, 2024.....Rick Gowin
 - 9b. RSVP.....Gayla Petty
 - 9c. RX.....Linda Cline

Opportunities, Inc. Board of Directors June 26, 2025 Regular Meeting Agenda

- 9d. Clinton Outreach/SHIP/MIPPA.....Keri Divis
- 10. Staff Reports (Written Reports)
 - 10a. Fiscal.....Shannon Sattler
- 11. Executive Director Report (Written & Verbal Reports).....Carla Flynn
 - Information PR.....Carla Flynn
- 12. Accept & Approve (Program & Financial & Executive Director) Reports.....**Board Action**
- 13. 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:
- 14. Next Scheduled Meeting.....July 24, 2025 @ 5:30 pm
- 15. Adjournment.....**Board Action**