



Board of Directors Agenda

March 30, 2026 - 5:30 p.m.

109 S. Capitol, PO Box 68, Tishomingo, OK 73460
580-371-2352

1. Call Meeting to Order
2. Establish Quorum
3. Training: Fiscal Responsibilities
4. Presentation: INCA Community Action Plan
 1. Annual update on the success of specific strategies in CAP
5. Consideration/Possible Action:
 1. ROMA Plan
 2. Community Needs Assessment Update
 3. Evaluate available resources
 4. Evaluate current program services
6. Consideration/Possible Action:
 1. INCA Community Action Plan
 2. Planning Logic Models
 3. Community Needs Assessment Update
7. Consideration/Possible Action: Acceptance of Board Minutes for February 23, 2026
8. Consideration/Possible Action: Acceptance of Financial Reports:
 1. January 31, 2026
 2. February 28, 2026
9. Consideration/Possible Action: Fiscal Policies and Procedures
 1. Directory
 2. Purchasing Process
 3. Electronic Purchase Request
 4. Procurement Standard
 5. Checks, Ledger, and Bank Procedures
 6. Payroll Procedures
 7. Revenue Receipts
 8. Contract, Leases, and Insurance
 9. Fixed Assets
 10. Record Retention and Destruction Policy
 11. Other
10. Consideration/Possible Action: Policies and Procedures
 1. Tobacco and Vape Free Environment
11. Consideration/Possible Action: Permission to Apply for Rural Health Transformation
12. Consideration/Possible Action: Permission to Apply for Head Start Expansion Grant
13. Consideration/Possible Action: Discussion on Moving Kingston Building
14. Program Reports:
 1. Wanda Gray: RSVP Report/Community Service Report

2. Amanda Cramer: Head Start/Early Head Start Report
CACFP
3. Kristy Mobbs: RAVE Report
 - a. New Building Project Update
4. Shelley Prince: Human Resource Update
5. Erica Pogue: JAMM Transit/Housing/CSBG
ROMA Reports

15. Adjourn Next Meeting: April 27, 2026