



## Board Meeting

**July 29, 2024**

202 S. Capitol, P.O. Box 68  
Tishomingo, OK 73460  
(580) 371-2352

Chairperson Tara Huddleston called the meeting to order at 5:30 p.m.

Chairperson Tara Huddleston asked for a roll call to establish a quorum.

Present: Tara Huddleston, Chris Duroy, Oma Dell Burns, Jessie Dunlap, Roy Wayne Blevins, Rolanda Rogers, Greg Davidson, and Jackie Matthews.

Absent: Jena Newman, LaToya Davis, Marvin Wallace, and Kent McKinley.

Staff Present: Erica Pogue, Jo Ann Barns, Amanda Cramer, Cherish Mayo, and Shelley Prince.

Staff Via Zoom: LaQuita Thornley and Wanda Gray

Consultants Present: James Thornley

Consultants Via Zoom: Lowell Wright

### Item #3

James Thornley, Legal Consultant, presented training on the Bylaws and the Open Meeting Laws and Legal Update. (see attachment)

### Item #4

Erica Pogue, Executive Director, presented the Partnership List Update. (see attachment)

### Item #5

Chairperson Tara Huddleston entertained a motion to approve the June 24, 2024 Board Minutes. Roy Wayne Blevins made a motion to approve. Jackie Matthews seconded the motion. Roll call vote: 7 yes, 0 no, 1 Abstain.

### Item #6

Lowell Wright, Financial Consultant, presented the Financial Report for June 30, 2024. Discussion followed. Chairperson Tara Huddleston entertained a motion to approve the Financial Report. Roy Wayne Blevins made a motion to approve. Rolanda Rogers seconded the motion. Roll call vote: 8 yes, 0 no, 0 abstain.

Item #7

Review and approval of the following Policies and Procedures were tabled until the next Board of Directors Meeting in August.

1. Customer Satisfaction Survey Policy/Procedure Instruments
2. Volunteer Tracking Policy

Item #8

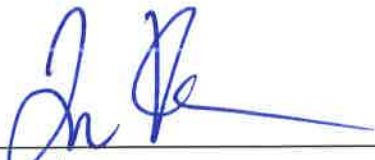
Program Highlight & Customer Satisfaction Report for RAVE was tabled due to RAVE Director being unable to attend.

Item #9

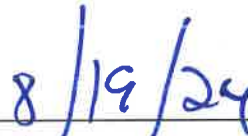
Program Reports (see Board Reports)

- Wanda Gray, RSVP Director, highlighted the RSVP report included in the Board Report. Wanda also shared the beneficiary Award Notice Food Insecurity Grant.
- Pinky Mayo, CSBG Director, shared that she is working on the focus groups and surveys.
- Amanda Cramer, Head Start/Early Head Start Director, highlighted the Early Head Start and Head Start reports. She also discussed the enrollment and that the online enrollment is going well.
- Shelley Prince, HR Coordinator, highlighted the Staffing Report included in the Board Report.
- Erica Pogue, Executive Director, highlighted the Housing and JAMM Reports.

Chairperson Tara Huddleston called for adjournment. All in favor.



Tara Huddleston, Chairperson



Date

Reports & Handouts included in the Board Packet.

- By-Laws
- Summary of Open Meeting Law
- INCA Community Services Partnerships
- June 24, 2024 Board Minutes
- June 30, 2024 Financials
- Customer Satisfaction Survey System Policy
- Volunteer Tracking -2024
- Monthly Board Report
- Beneficiary Award Notification and Acknowledgement
- ROMA Snapshot
- CACFP Report
- Work Comp Premium & Claims Analysis