



Board of Directors Minutes

May 27, 2025

109 S. Capitol, P.O. Box 68 Tishomingo, OK 73460

(580) 371-2352

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

Chairperson Tara Huddleston requested a roll-call vote to establish a quorum.

Present: Tara Huddleston, Jena Newman, LaToya Davis, Oma Dell Burns, Jesse Dunlap, Roy Wayne Blevins, Greg Davidson, and Jackie Matthews.

Absent: Chris Duroy, Rolanda Rogers, and Barbara Talley

Staff via Zoom: Kristy Mobbs and LaQuita Thornley

Consultants: Lowell Wright

Item #3

CSBG Director Pinky Mayo presented highlights of the VITA program and customer satisfaction. (see attached)

Item #4

CSBG Director Pinky Mayo presented the training on Overview of the Organization, including: (see attached)

1. How to be an effective ambassador to the community.
2. Promoting INCA's mission and its program.
3. Promote cooperative action with other organizations.

Item #5

Chairperson Tara Huddleston entertained the motion to approve the April 28, 2025, Board Minutes. LaToya Davis moved to approve. Roy Wayne seconded the motion. Roll call vote: 7 yes; 0 no; 1 abstain.

Item #6

Financial Consultant Lowell Wright presented the Financial Report for April 30, 2025. The Financial Committee met before the Board of Directors meeting. Discussion followed. Chairperson Tara Huddleston entertained the motion to approve the financial report. LaToya moved to approve. Oma Dell Burns seconded the motion. Roll call vote: 8 yes, 0 no; 0 abstain.

Item #7

Executive Director Erica Pogue presented the CSBG Budget Revision. Discussion followed. Chairperson Tara Huddleston entertained the motion to approve the CSBG Budget Revision. Oma Dell Burns moved to approve. Jackie Matthews seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #8

Executive Director Erica Pogue presented the Succession Plan. Discussion followed. Chairperson Tara Huddleston entertained the motion to approve the Succession Plan. LaToya Davis moved to approve. Oma Dell Burns seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #9

Executive Director Erica Pogue presented the Medical Insurance Benefits Policy effective July 1, 2025. Discussion followed. Chairperson Tara Huddleston entertained the motion to approve the Medical Insurance Benefits Policy. Greg Davidson moved to approve. Jesse Dunlap seconded the motion. Roll call vote: 7 yes, 1 no; 0 abstain.

Item #10

Program Reports (see Board Reports)

- Wanda Gray, RSVP Director, highlighted the RSVP report and discussed the success of attending a Health Fair and distributing weather radios.
- Pinky Mayo, CSBG Director, highlighted the CSBG report.
- Kristy Mobbs, RAVE Director, highlighted the RAVE report.
- Shelley Prince, HR Manager, highlighted the HR Report.
- Erica Pogue, Executive Director, highlighted the JAMM and Housing Reports. She also discussed the letter received on the CSBG Third Continuing Resolution Funding Release FY25.

Item #11

Chairperson Tara Huddleston called for adjournment. All in favor.


Tara Huddleston, Chairperson


Date

Reports & Handouts included in the Board Packet

- Board Minutes - April 28, 2025
- Financial Report - April 30, 2025
- CSBG Budget Revision
- Succession Plan
- Medical Benefits Policy
- Program Report
- CSBG Third Continuing Resolution Funding Release FY25
- CACFP