

**REGULAR BOARD MEETING MINUTES**

**1940 Linwood Blvd., OKC, OK 73106**

**Meeting of November 17, 2016**

**MINUTES**

1. **Introduction of Guests and Visitors:** There were no introductions today.
2. **Roll Call and Call to Order:** Susan Martin Corporate Business Manager called roll. A quorum was present. President Gary Wood called the meeting to order at 12:00 p.m.

**Present:** Gary Wood, Cheryl Borelli, William Kerr, Jimmy Durant, Ryan O’Toole, Penny Tullis, Connie Tipton, Linda Cravens, Blake Wade, Connie Weber and Diane Strube, Advisory Board Member.

**Absent:** Barbara Young, Chad Alexander, Scott Brown, Charles Freede, Ken McDonald,

Roy Vinyard,

1. **Minutes of Regular Board Meeting, November 17, 2016:** Blake Wade made the motion to accept the minutes. Penny Tullis seconded the motion**. YES VOTES:** Gary Wood, Cheryl Borelli, William Kerr, Jimmy Durant, Ryan O’Toole, Penny Tullis, Connie Tipton, Linda Cravens, Blake Wade, Connie Weber . **NO VOTES:** None. Motion passed unanimously.
2. **Financial Report:** The Financial Report was given by Cheryl Borelli. Ms. Borelli stated that overall we are doing well, pointing out our positive in retained earnings. Ms. Borelli also highlighted on the Gifts & Grants that they were extremely high for one month and did a breakdown of grants & gifts received in October. She highlighted our net income overall is in the positive. Blake Wade made motion to accept financials. Ryan O’Toole seconded the motion. **. YES VOTES:** Gary Wood, Cheryl Borelli, William Kerr, Jimmy Durant, Ryan O’Toole, Penny Tullis, Connie Tipton, Linda Cravens, Blake Wade, Connie Weber . **NO VOTES:** None. Motion passed unanimously.
3. **Consent Docket:** The Consent Docket items were sent in advance for board review. Docket Items included: PIA May-September 2016 Report, Men’s and Women’s Firstep Report for May –September 2016, Chief Operating Officer Report, May-September 2016 and PIA Report. Gary Wood mentioned the large amount of detainees (436) that our PIA has served in the past month, and the large span of police departments that are utilizing the facility. Motion was made by Jimmy Durant and seconded by Cheryl Borelli. **YES VOTES:** Gary Wood, Cheryl Borelli, William Kerr, Jimmy Durant, Ryan O’Toole, Penny Tullis, Connie Tipton, Linda Cravens, Blake Wade, Connie Weber . **NO VOTES:** None. Motion passed unanimously.
4. **Executive Director Report:** Connie Schlittler, Executive Director spoke of the success of the purse exchange that Dillard’s had done for our women, over 100 purses received. Women’s workday was a lot of fun, lots of work done and 25 volunteers. We received Kirkpatrick grant to fund nutrition program for Men’s & Women’s Firstep. In the process of National Housing fund application. Connie reported she has had tours with Phase 2 at men’s for workday project with clients, Dolese Brothers, and Sarkeys Foundation. Presentation after meeting with architect for anyone that would like to stay.
5. **Firstep Director’s Reports:**  Jennifer Francis, Director of Women’s program stated 46 clients currently at facility. Jennifer stated that Toys R Us has donated over $5000 in toys, with 3 more deliveries expected. These donations will take care of all the needs of clients’ families for Christmas. Mobile Smiles has received a grant, and they have chosen our Firstep programs to receive 20 free days of dental work to our clients. One client has been accepted at OSU-OKC.

Mike Cody, Director of Men’s reported they had served 82 clients in the month. Legal Aid has been to campus and is currently assisting 3 clients. Mike advocated for a client in Dewey County, resulting in no jail time and is now employed. Men’s had a “Clean Up” day to ensure everyday they are “Tour Ready.”

1. **President’s Report:** Gary Wood spoke about the recent tour at Men’s facility with Connie, and Sarkeys, they were very impressed with the improvements done with previous grant. Gary stated last year the board in previous year raised money for toys for the children. Since that has been taken care of, Gary asked Mike and Jennifer to identify an item needed at their facility that would they would really like. Board Meeting dates for next year was handed out to approve. Motion was made by Ryan O’Toole and seconded by William Kerr. **YES VOTES:** Gary Wood, Cheryl Borelli, William Kerr, Jimmy Durant, Ryan O’Toole, Penny Tullis, Connie Tipton, Linda Cravens, Blake Wade, Connie Weber . **NO VOTES:** None. Motion passed unanimously.
2. **Old Business:** None
3. **New Business:** None
4. **Adjournment:** Board adjourned at 1:**00**