



Board Minutes

September 19, 2019
1940 Linwood Blvd, Oklahoma City
11:30 a.m.

I. **Introduction of Guests and Visitors:** Connie Schlittler, Executive Director. Steve Gates, new Men's Firststep Director.

II. **Roll Call and Call to Order:** Alex Woolly, Office Assistant, called roll. A quorum was present. Vice-President Connie Weber called the meeting to order at 11:45 p.m.

Board Members Present: Connie Weber, Diane Strube, Chad Alexander, Chief Gourley, Bonny Green, Kevin Combs, Linda Cravens, Jimmy Durant, Gary Wood, Barbara Young

Absent: Ryan O'Toole, Catt Burton, Scott Brown, Charles Freede, William Kerr, James Randell, Terri Ogle

Staff in attendance: Connie Schlittler, Suzanne Graham, Jennifer Francis, Steven Gates, Alex Woolly

III. **Minutes of Board Meetings, June (regular) and July 2019 (special) Review and Approve:**
Action Needed

Combs moved to approve. Young seconded.

Those in favor of the motion: Connie Weber, Diane Strube, Chad Alexander, Chief Gourley, Bonny Green, Kevin Combs, Linda Cravens, Jimmy Durant, Gary Wood, Barbara Young. No opposed. Motion carries.

IV. **Financial Reports (June end-of-year, July and August) Review and Approve: Diane Strube, Treasurer**
Action Needed

Diane Recommended, no action until auditor has completed his report.

V. **Consent Docket Review and Approve:** The Consent Docket items as listed were sent in advance to board members for review: Reports from PIA, Men and Women's Firststep, Executive Director and Chief Operation Officer.

Action needed

Alexander moved to approve. Wood seconded.

Those in favor of the motion: Connie Weber, Diane Strube, Chad Alexander, Chief Gourley, Bonny Green, Kevin Combs, Linda Cravens, Jimmy Durant, Gary Wood, Barbara Young. No opposed. Motion carries.

VI. **Staff Reports**

a. **Executive Director Report:** Connie Schlittler, Executive Director

-**Board Member Code of Ethics Statement** – discussed and signed

-**Review and Approve revised sections 1, 2, and 3 Police and Procedure new section 4 discussed:** Action Needed

Weber moved to approve. Green seconded.

Those in favor of the motion: Connie Weber, Diane Strube, Chad Alexander, Chief Gourley, Bonny Green, Kevin Combs, Linda Cravens, Jimmy Durant, Gary Wood, Barbara Young. No opposed. Motion carries.

-Review and Approve strategic plan, including mission statement: Action needed

Durant moved to approve. Green seconded.

b. COO Report: Suzanne Graham

Reported on Men's Firststep

c. Program Reports:

Jennifer Francis, Women's Firststep, reported on program growth and educational successes

Connie Schlittler, Executive Director, reported on:

1) Steve Ford Fundraising Event – updates, attendees, and schedule

2) Grant updates – funds since April

3) Women's Kitchen – completion date

4) Men's Lodge – completion date delay update, funds available

5) Audit update

VII. President's Report: Moved to next meeting due to the absence of President

VIII. Executive Session to discuss Executive Director Evaluation and compensation: Action Needed
Moved to next meeting due to the absence of President

IX. Old Business – None

X. New Business – None

XI. Adjournment