

**CDSA Board of Directors
MEETING NOTICE and AGENDA
January 18, 2022
8:30 a.m.
114 S. Independence
Enid, Oklahoma 73701**

- I. Call to Order Carla Stratton
- II. Confirm Quorum
Approval of November 18, 2021 Board Minutes
Discuss and Take Action
- III. Welcome new member-Tim Starkey
- IV. Executive Director's Report Cheri Ezzell
Introduction of Cheila Armour, Early Childhood Coordinator
Programmatic Report
Discuss and Take Action
CDBG Application
Discuss and Take Action
Community Action Plan
Discuss and Take Action
Customer Satisfaction Survey Results, Record of Complaints
Agency Covid response
Welcome Home Update
Possible expansion of weatherization program
- V. Introduction of Family Support Services Team Cheri Ezzell/Diedra Williamson
- VI. YouthBuild Student Presentation Rachel Harris
- VII. Finance Report Kellan Hohmann
Discuss and Take Action
- VIII. New Business
- IX. Announcements
- X. Adjourn

MEETING NOTICE and AGENDA
February 15, 2022
8:30 a.m.
114 S. Independence
Enid, Oklahoma 73701

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|---|-------------------|
| I. Call to Order | Carla Stratton |
| II. Confirm Quorum
Approval of <u>January 18, 2022 Board Minutes</u>
Discuss and Take Action | |
| III. Risk Assessment Policy Revision
<u>(200)-105 Company Vehicle Policy</u>
Discuss and Take Action | Cheri Ezzell |
| IV. <u>Tenant Survey Results</u> | Cheri Ezzell |
| V. Introduction of Gary Saunders, Auditor
Presentation of Audit | Christy Northcutt |
| VI. Executive Director's Report
10 th Anniversary of the Nonprofit Center Celebration-September | Cheri Ezzell |
| VII. <u>Finance Report</u>
Discuss and Take Action | Kellan Hohmann |
| VIII. Week of the Young Child | Cheila Armour |
| IX. New Business | |
| X. Announcements | |
| XI. Adjourn | |

SPECIAL MEETING NOTICE and AGENDA

March 22, 2022

8:30 a.m.

**114 S. Independence
Enid, Oklahoma 73701**

I. Call to Order Carla Stratton

II. Confirm Quorum
Approval of February 15, 2022 Board Minutes
Discuss and Take Action

III. Executive Director's Report Cheri Ezzell
ESG and ESG CR Policies and Procedures
Discuss and Take Action
Welcome Home Update
CDBG Resolution
Discuss and Take Action
Programmatic Report
Discuss and Take Action

IV. Board Vacancy Carmen Ball
Election of New Member
Discuss and Take Action

V. Wine Tour Update Anita Luetkemeyer

VI. Finance Report Kellan Hohmann

VII. Convene into Executive Session pursuant to 25 O.S. § 307(B)(1), to discuss "the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any individual salaried public officer or employee," to perform a performance review of Executive Director Cheri Ezzell, and to reconvene into regular session to take any necessary action.

VIII. Reconvene into regular session Carla Stratton

President's statement

"The board met in executive session for the purposes of discussing the performance review of the executive director. No other items were discussed and no action was taken".

IX. Executive Director's Performance Review
Discuss and Take Action

Christy Northcutt

X. New Business

XI. Announcements

XII. Adjourn

SPECIAL MEETING NOTICE and AGENDA

April 26, 2022

8:30 a.m.

114 S. Independence*

Enid, Oklahoma 73701

- I. Call to Order Carla Stratton
- II. Confirm Quorum
Approval of March 22, 2022 Board Minutes
Discuss and Take Action
- III. Executive Director's Report Cheri Ezzell
Review of ODOC Requirement No. 113
CDBG CR Resolution
Discuss and Take Action
Programmatic Report
Discuss and Take Action
2022 Community Action Plan Review
Discuss and Take Action
- IV. Wine Tour Update Anita Luetkemeyer
- V. Finance Report Kellan Hohmann
- VI. New Business
- VII. Announcements
- VIII. Adjourn

*NOTE: Meeting will be held in the basement of the NPC

**CDSA Board of Directors
MEETING NOTICE and AGENDA**

May 17, 2022

8:30 a.m.

114 S. Independence

Enid, Oklahoma 73701

- I. Call to Order Carla Stratton
- II. Confirm Quorum
Approval of April 19, 2022 Board Minutes
Discuss and Take Action
- III. Introduction of Molly Helm with Purple Ink
Board Roles and Responsibilities Training Carla Stratton
- IV. Executive Director's Report Cheri Ezzell
Grants Submitted 2022, awaiting awards
ESG
Osteopathic Foundation
CDBG-CR
Family Resource Center
Integris Foundation
ODOC Discretionary
Grants Submitted and awarded
CDBG
CSBG
Programmatic Report
Discuss and Take Action
Accept Audit
Discuss and Take Action
- V. Wine Tour Update Anita Luetkemeyer
- VI. Finance Report, February and March Kellan Hohmann
Discuss and Take Action
Audit/990 Engagement
Discuss and Take Action
Budget 2022/2023
Discuss and Take Action
- VII. New Business
VIII. Announcements
IX. Adjourn

CDSA Annual Meeting

June 21, 2022

8:30 a.m.

114 S. Independence

Enid, Oklahoma 73701

Agenda

1. Breakfast is served
2. Welcome/Minutes Carla Stratton
Discuss and Take Action
3. Acceptance of Annual Impact Report Cheri Ezzell
Discuss and Take Action
4. Review of progress and acceptance of the Strategic Plan
Discuss and Take Action
5. Finance Report Kellan Hohmann
Discuss and Take Action
6. Employee Board Recognition Cheri Ezzell/Carla Stratton
7. Election of new members Carmen Ball
Discuss and Take Action
8. Re-election of board members Carmen Ball
Discuss and Take Action
9. Election of Officers Carmen Ball
Discuss and Take Action
10. Announcements Carla Stratton
11. Adjourn

CDSA, Inc.
MEETING NOTICE and AGENDA
July 19, 2022
8:30 a.m.
114 S. Independence
Enid, Oklahoma 73701

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| I. Call to Order | Carla Stratton |
| II. Confirm Quorum
Approval of <u>June Annual Meeting Board Minutes</u>
Discuss and Take Action | |
| III. Executive Director's Report
<i>Grants Pending</i>
HOME East Hill Renovation \$287,080
City of Enid CDBG Basement Renovation \$371,202
<i>Grants Received</i>
ODOC Discretionary-Postpartum Depression \$40,000
Osteopathic Foundation-Childcare Recruitment \$5,000
New Hire-Rachel Schmidt-Emergency Assistance
Resignations- Natalyea Ussery, Childcare Business Specialist
Holly Guinn, Childcare Coach
Public Bicycle Pump
Programmatic Report
Discuss and Take Action | Cheri Ezzell |
| IV. <u>Finance Report</u>
Discuss and Take Action | Kellan Hohmann |
| V. Nominations
Discuss and Take Action | Carmen Ball |
| VI. Weatherization Program Update | Mike Biggers |
| VII. New Business | |
| VIII. Announcements | |
| IX. Adjourn | |

CDSA, Inc.
MEETING NOTICE and AGENDA
September 20, 2022
8:30 a.m.
114 S. Independence
Enid, Oklahoma 73701

- I. Call to Order Carla Stratton
- II. Confirm Quorum
Approval of July 19, 2022 Board Minutes
Discuss and Take Action
- III. Executive Director's Report Cheri Ezzell
Grants Pending
Emergency Solutions Grant \$50,000
Grants Received
HOME East Hill Renovation \$287,080
City of Enid CDBG Basement Renovation \$371,202
Programmatic Report
Discuss and Take Action
Affirmative Action Report and Plan
Discuss and Take Action
Policy (100)-031
Official Work Week
Discuss and Take Action
Rx for Oklahoma update-staff changes
Welcome Home
News Story
- IV. Finance Report Kellan Hohmann
Discuss and Take Action
Dissolution of CDSA Housing, Inc.
Discuss and Take Action
- V. Nominations Carmen Ball
Discuss and Take Action
- VI. New Business
- VII. Announcements
- VIII. Adjourn

CDSA, Inc.
MEETING NOTICE and AGENDA
October 18, 2022
8:30 a.m.
114 S. Independence
Enid, Oklahoma 73701

- I. Call to Order Carla Stratton
- II. Confirm Quorum
Approval of September 20, 2022 Board Minutes
Discuss and Take Action
- III. Executive Director's Report Cheri Ezzell
New Staff
Stevie Ray Payne-Assistant Housing Coordinator
Holly Good-Child Care Resource and Referral
Programmatic Report
Discuss and Take Action
United Way application and annual documents (agency agreement, corp. compliance)
Discuss and Take Action
Report on basement renovation
Annual Conflict of Interest Compliance
Notice of electronic distribution of bylaws
Annual United Way Visit-Wednesday, November 9th at 12:00 (lunch provided)
Please RSVP to Cheri
Service Recognition-Diedra Williamson
Discuss and Take Action
- IV. Finance Report Kellan Hohmann
Discuss and Take Action
Review of Fiscal Policies
Discuss and Take Action
Wine Tour final accounting
- V. Nominations Carmen Ball
Discuss and Take Action
- VI. New Business
- VII. Announcements
- VIII. Adjourn

CDSA, Inc.
MEETING NOTICE and AGENDA
November 15, 2022
8:30 a.m.
114 S. Independence
Enid, Oklahoma 73701

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| I. Call to Order | Lori Legere |
| II. Confirm Quorum
Approval of <u>October 18, 2022 Board Minutes</u>
Discuss and Take Action | |
| III. Executive Director's Report
Introduction of Kathy Miller, Rx for Oklahoma Coordinator
Real Estate Purchases
813 W. Nagle
1822 E. Ash
<u>Programmatic Report</u>
Discuss and Take Action
<u>ESG Policy review/approval</u>
Discuss and Take Action | Cheri Ezzell |
| IV. YouthBuild Renovation Project Presentation
2734 E. Cypress | Rachel Harris |
| V. <u>Finance Report</u>
Discuss and Take Action | Kellan Hohmann |
| VI. Nominations
Discuss and Take Action | Carmen Ball |
| VII. New Business | |
| VIII. Announcements | |
| IX. Adjourn | |

Note: No board meeting in December