



CASA OF NORTHEAST OKLAHOMA, INC.

Regular Meeting of the Board of Directors
Thursday, June 11, 2020, 6:00 p.m.
Zoom Videoconference

Members Present: Herb Angle, Steve Smith (voting member until 6:26), Ashley Landon, Dynda Post (arrived at 6:19), Julie Sellmeyer, Susan Young, Mylisa Gaines, Tara Howard, John Myers, Shaunda Davis, Andrew Haire and Daniel Webster (voted in as a member at 6:20).

Staff Present: Angela Henderson, Melissa Barnes, Sandra Rains, Melinda Stotts, and Emily Bowling

Ex-Officio Member: Barbara Loring, Minute-Taker on Behalf of Secretary/Treasurer

I. Call to Order

The meeting was called to order by President, Ashley Landon, at 6:02 p.m.

II. Approve Minutes from the Regular Board Meeting of April 16, 2020

A motion was made by Julie Sellmeyer and seconded by Shaunda Davis, to approve the minutes of the last regular board meeting. The motion carried unanimously.

III. Chair's Report

The Chair, Ashley Landon, had nothing new to report.

IV. Director's Report

Angela shared that she and Ashley Landon, President, are pleased with the Work Groups and with the good work being accomplished. She would like to have the work group meetings posted early enough in advance so that any board member can participate if they choose. Angela reported that a new Advocate Coordinator has been hired part-time. Gloria Tedrick is from Bartlesville and will split her time between the 11th and 12th Judicial Districts. The plan is for her to eventually be Lead Advocate Coordinator in the 11th Judicial District. The Claremore and Miami offices have slowly been reopening with additional procedures. They have worked up to three people working in the office with the doors locked and a sign on the door that states that the general public should call the office for assistance. The board will look at Level One Advocacy Protocols Post Pandemic for approval. Angela is developing a proprietary Advocate Coordinator Training Manual in preparation for new case management. In an effort to become a Highly Effective Local Program, Angela is recommending approval of the Governance Policies and Procedures and the Financial Operations Manual.

V. Work Group Reports

A. Finance and Audit Work Group

1. Approve Financial Reports for February and March 2020

The board was presented with and reviewed the Financial Reports. A motion was made by John Myers and seconded by Steve Smith, to accept the minutes. The motion carried unanimously.

2. Approve FY 2021 Budget

The Finance and Audit Work Group presented the prospective budget. At this point, a question was raised by a board member as to whether there is a need to belong to Oklahoma CASA. Angela pointed out that it is to our benefit to belong to Oklahoma CASA, but it is not a necessity to accept money from the state. A motion was made by Ashley Landon, and seconded by Julie Sellmeyer, to approve the FY 2021 budget. The motion carried unanimously.

3. Approve Financial Operations Manual

Minor changes were made to the manual in work group. Jeri Holmes reviewed those and submitted it with revisions, which were approved. A motion was made by John Myers, and seconded by Andrew Haire, to approve the Financial Operations Manual. The motion carried unanimously.

Dynda Post joined the meeting already in progress at 6:19.

B. Governance and HELP Work Group

1. Approve Governance Policy and Procedures

The Governance and HELP Work Group carefully reviewed the Governance Policies and Procedures and submitted minor changes to Jeri Holmes for incorporation. A motion was made by Andrew Haire, and seconded by Steve Smith, to approve the Governance Policy and Procedures Manual. The motion carried unanimously.

2. Approve Bill Turner, CPA, and Steve Smith to join Finance/Audit Work Group as Members

A motion was made by Julie Sellmeyer, and seconded by John Myers, to approve Bill Turner and Steve Smith as Finance and Audit work group members. The motion carried unanimously.

3. Approve Daniel Webster as a Board Member

Daniel spoke to the board and introduced himself. He is the CEO/General Manager of the Rural Electric Cooperative. A motion was made by Andrew Haire, and seconded by Steve Smith, to approve Daniel Webster as a board member. The motion carried unanimously.

Daniel Webster became a voting member at 6:20.

4. Approve Renewing Terms of Herb Angle and Andrew Haire

A motion was made by Steve Smith, and seconded by Shaunda Davis, to approve renewing the terms of Herb Angle and Andrew Haire. The motion carried unanimously.

5. Approve Emeritus Status for Dr. Steve Smith

A motion was made by Andrew Haire, and seconded by Julie Sellmeyer, to approve the emeritus status of Dr. Steve Smith. The vote is as follows:

Ashley Landon	Yes
Herb Angle	Yes
Tara Howard	Yes
Julie Sellmeyer	Yes
John Myers	Yes

Steve Smith	Abstain
Shaunda Davis	Yes
Andrew Haire	Yes
Susan Young	Yes
Mylisha Gaines	Yes
Dynda Post	Yes
Daniel Webster	Yes

Dr. Steve Smith is no longer a voting member beginning at 6:26.

6. Approve FY 2021 Slate of Officers

The slate of officers for FY 2021 as recommended by the Governance and HELP Work Group include:

Ashley Landon, President
 Andrew Haire, Vice President
 John Myers, Secretary/Treasurer

Andrew Haire will now take over the responsibility of Chair of the Governance Work Group.

C. Fundraising, Marketing and PR Work Group

1. Approve David Bridges to join the Fundraising, Marketing, and PR Work Group

Herb Angle, chair of the work group, recommended that the board approve David Bridges.

A motion was made by Susan Young, and seconded by Julie Sellmeyer, to approve David Bridges as a work group member. The motion carried unanimously.

D. Expansion and Volunteer Recruitment/Management Work Group

1. Approve Level One Advocacy Protocols Post Pandemic

The Expansion and Volunteer Recruitment/Management Work Group developed a list of Level One Protocols for ongoing child advocacy during the pandemic. Discussion centered on recent outbreaks of the virus and the need to exercise caution. The work group members asked if it would be possible to roll back the protocols to lockdown levels. Angela stated that if it appears that the volunteers cannot safely perform Level One Protocols, she will roll them back to lockdown levels. A motion was made by Shaunda Davis, and seconded by Dynda Post, to approve the protocols. The motion carried unanimously.

E. Executive Work Group

1. Approve Action on Issues Raised by Executive Director

The board discussed a letter written by the Executive Director to the Executive Committee. The letter will be sent to all board members for review and comment. The Executive Committee will further explore the issues outlined in the letter and will take action after receiving comment from the other members of the Board of Directors.

VI. Adjournment

A motion was made by Herb Angle, and seconded by Julie Sellmeyer, to adjourn the meeting. The motion carried unanimously. The next Board of Directors meeting is scheduled for a Zoom Videoconference on August 13, 2020 at 6:00 p.m.

Ashley Landon, President

Date

Dr. John Myers, Secretary/Treasurer

Date