



CASA OF NORTHEAST OKLAHOMA, INC.

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Special Meeting of the CASA of Northeast Oklahoma Board of Directors Thursday, September 9, 2021, 6:00pm First United Methodist Church, Vinita, OK

Members Present: Ashley Landon, Andrew Haire, Daniel Webster, Mylisa Gaines, Tara Howard, John Myers, and Dynda Post (in person) and David Bridges and Ben Barnes (via videoconference). Members Absent: Herb Angle and Sellmeyer. Staff Present: Angela Henderson

I. Call to Order

The meeting was called to order at 6:03 p.m. by Board Chair Andrew Haire.

II. Approve Minutes: 6/10/21 Regular Meeting

A motion was made by Daniel Webster and seconded by John Myers to approve the minutes of the June 10, 2021 regular board meeting. The motion carried unanimously.

III. Chair's Report

Andrew Haire expressed there are exciting things ahead with CASA. He expressed the importance of the board helping with fundraising.

IV. Director's Report

Angela Henderson reported that she has hired Mark Ogle to assist with fundraising and marketing. He has previous experience, including with the American Red Cross. He is very familiar with the 12th Judicial District. She also reported that the quality assurance review has been re-audited and CASA of Northeast Oklahoma passed.

V. Work Group Reports

A. Finance and Audit Work Group

1. Discussion and Approval of Financials for May and June 2021.

A motion was made by John Myers and seconded by Dynda Post to approved the financial statements for May and June 2021. The motion carried unanimously.

B. Governance Work Group

1. Discussion and Approval of Bylaws Revisions.

Discussion centered on Section 2.4 about board members serving together on more than one board. Dynda Post made a motion and John Myers seconded that the sentence be changed to “Directors shall disclose that they are members of the same legal entity.” Further discussion centered on the fact that CASA of Northeast Oklahoma operates in rural areas with lower population centers and it isn’t always feasible to find people willing to serve in leadership roles who are not also involved in other community and church organizations. All conflicts or potential conflicts should be properly disclosed through the Annual Conflict of Interest Disclosure. The motion carried unanimously.

Ashley Landon made a motion and Ben Barnes seconded to accept the remaining bylaws amendments as presented. The motion carried unanimously.

C. Executive Work Group

1. Discussion and Approval of update to Section 20: Code of Ethics of the Governance Manual Requiring Notification of Corporation if Criminal Charges are Filed Against Directors, Officers, Employees, and/or Volunteers.

Andrew Haire made the motion out of Executive Committee to accept the updates to Section 20: Code of Ethics in the Governance Manual. The motion carried unanimously.

2. Discussion and Approval of revised Executive Director Position Description.

Andrew Haire made the motion out of Executive Committee to accept the updates to the Executive Director Position Description. The motion carried unanimously.

D. Fundraising and Marketing Work Group –

1. Discussion and Approval of Communications Policy.

A motion was made by Ashley Landon and seconded by Mylisa Gaines to approve the Communications Policy. The motion carried unanimously.

VI. Discussion and Approval of changing October 14, 2021 regular Board of Directors meeting to October 28, 2021 and cancelling November 4, 2021 regular Board of Directors meeting.

Ben Barnes made a motion and Daniel Webster seconded to change the October 14, 2021 regular Board of Directors meeting to October 28, 2021 and cancelling November 4, 2021 regular Board of Directors meeting. The motion carried unanimously.

VII. Discussion and Approval to accept the resignation of Director Herb Angle

A motion was made by Dynda Post and seconded by Ashley Landon to accept the resignation of Herb Angle. The motion carried unanimously. Herb has sold his home and is moving out of state. The board expressed appreciation for the years Herb has dedicated to the Board of Directors.

VIII. Demonstration of Optima Database Entry Requirements for the Board of Directors


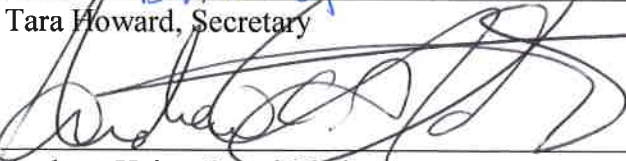
Due to telecommunications requirements, the demonstration was tabled.

IX. New Business

Discussion and Approval of Memorandum of Understanding Between the Ottawa County United Way and CASA of Northeast Oklahoma. Angela stated that this is the standard MOU between the two entities signed each year. A motion was made by Ashley Landon and seconded by Daniel Webster to approve the Memorandum of Understanding Between the Ottawa County United Way and CASA of Northeast Oklahoma. The motion carried unanimously.

X. Adjournment

A motion was made by Tara Howard and seconded by John Myers to adjourn the meeting. The motion carried unanimously.

 Tara Howard, Secretary	 Andrew Haire, Board Chair	Nov. 11, 2021 Date	11-11-21 Date
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