

# ***Ozark Opportunities, Inc.***

## Board of Directors Executive Committee Meeting Minutes February 24, 2015

The *Ozark Opportunities, Inc.* Board of Directors Executive Committee met at the Ozark Opportunities, Inc. Central office in Harrison, Arkansas, at **4:35 p.m.** on **Tuesday, February 24, 2015**

### Committee Members Present:

Jim Sprott                                      Hon. Roger Hooper      Ron McPherson                                      Gloria York  
Paulette Hill  
Via telephone

Committee Members Absent:                      Donna Grinder (tendered verbal resignation from the Board)

Board Members Present:                                      Danny Griffin

### Staff Members Present:

Richard T. Atkinson                      Shirley Richesin                                      Jane Bueg

Guests Present:                      none

### **1. Meeting Called to Order:**

The meeting was called to order by Jim Sprott, Board Chairperson at 4:35 p.m. A quorum was established.

### **2. Prior Meeting Minutes**

- ❖ Hon. Roger Hooper moved to approve the January 27, 2015 minutes of the *OOI* Executive Committee. Gloria York seconded. Motion carried unanimously.

### **3. Program Updates/Department Reports**

#### **A. Head Start**

Richard Atkinson, Executive & Head Start Director, presented the Policy Council Bylaws for review and acceptance.

- ❖ Gloria York moved to approve the revised Policy Council Bylaws. Hon. Roger Hooper seconded. Motion carried unanimously.

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#### **B. Community Services**

Mr. Atkinson briefed the Committee on outreach efforts to invite newly elected County Judges to serve on the Board of Directors. Letters of invitation were sent to Boone County Judge Robert Hathaway and Searcy County Judge Jim Harness. Hon. Harness accepted the invitation to join the Board but could not attend this evening's meeting. Mr. Atkinson met with Hon. Hathaway twice. Hon. Hathaway did not respond to the invitation to join within the 30 day timeframe, and did not appoint a representative. Clyde Johnson, who served as representative for Hon. James Norton, respectfully declined to continue service. Donna Grinder, Low-Income representative for Searcy County, tendered her resignation today due to increased work demands.

Vacancies to the *Ozark Opportunities, Inc.* Board of Directors are:

Boone County: Public

Marion County: Low-Income

Searcy County: Low-Income

Possible candidates for vacancies are Dan Sherrell, Mayor of Harrison and Debra Clemons, Searcy County resident and past board member.

Mr. Atkinson met with Mayor Sherrell regarding the possible availability of the city-owned building on Robinson Street that had housed Harrison Housing Authority. The building may be available for OOI use. A walk-through today revealed numerous upgrades are needed to render the building usable. More investigation and cost estimates are needed before moving forward with a recommendation.

Hon. Roger Hooper inquired as to the status of the vacant Head Start Building in Clinton. Mr. Atkinson reported the list price is \$149,900. The building is appraised at \$230,000. One verbal offer for \$90,000 has been received, and the building was recently viewed by another potential buyer. He is doubtful Region VI would agree to a selling price substantially lower than the appraised value. The building is costing the agency over \$5,000 annually in taxes and insurance.

#### **4. Finance Report**

Shirley Richesin, Finance Director, presented to the Committee for their review, consideration and approval Expenditure Reports for Community Services (including LIHEAP) and Head Start, as well as the Credit Card Statement Re-Cap (documents sent prior to meeting) for January 2015. Credit Card purchase documentation was present for inspection. Also included in the Finance Reports were Payroll and Payroll Taxes Report and Retirement Plan Recap. Ms. Richesin expanded on the Head Start Budget Report— we are on track to spend all funds by program end (2/28/2015).

- ❖ Hon. Roger Hooper moved to accept the Finance Reports. Gloria York seconded. Motion carried unanimously.

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#### **5. Corporate Services Update**


Jane Bueg, Corporate Services Director, presented to the Committee employment actions approved 02/23/2015 by Head Start Policy Council: Revisions of OOI Personnel Policy 2-19 Performance Evaluation and Job Description for Member, Board of Directors. Ms. Bueg also presented for approval the hiring of Julie Smith as Family Development Worker for Community Services.

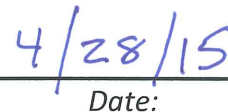
- ❖ Hon. Roger Hooper moved to approve all employment actions. Gloria York seconded. Motion carried unanimously.

#### **6. Other**

Mr. Atkinson briefed the members on an opportunity to apply for funds for “High Quality Preschool Program”, funded through Arkansas Division of Child Care and Early Childhood Education who received a 4-year, Race to the Top grant award from US Departments of Education and Health and Human Services. These Pre-K slots are for 4 year olds, only. The application due date is Friday, March 13, 2015. Chairperson Sprott will request the topic be added to the agenda for the full board, scheduled to meet at 6:00 p.m. tonight.

- 7. Adjourn:** There being no further business, Chairperson Sprott declared the meeting adjourned at 5:30 p.m.

  
Board Officer

  
Date: