



COMMUNITY ACTION PROJECT OF TULSA COUNTY

Annual Meeting - Board of Directors

January 17, 2019 – 7:30 am

Legacy Plaza, 5330 East 31st Street – Boardroom on 2nd floor
Tulsa, Oklahoma

AGENDA

(Board may take action on any of the agenda items listed below.)

1. Call to Order

- a. Compliance with Oklahoma Open Meeting Act
- b. Disclosure of Conflicts of Interest
- c. Introductions, Roll Call, and Declaration of Quorum

CONSENT AGENDA

All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and action on the following items:

- 2. Minutes from the November 8, 2018 meeting**
- 3. Officers for 2019**
- 4. Tulsa Area United Way Application**
- 5. Community Services Block Grant (CSBG) Application**
- 6. 2019 Employee Handbook**

BUSINESS AGENDA

- 7. Consideration of and Motion on approval of the Finance Committee Report**
 - a. Finance Committee Minutes
 - b. Financial Reports
 - c. Credit Card Report
 - d. Fund Development Report
- 8. Consideration of and Motion on approval of the Client Services Reports**
 - a. Client Services Committee Report
 - b. Annual Profile of Children & Families
 - c. Head Start and Early Head Start Reports
 - d. Policy Council Minutes and Report

9. Consideration of and Motion on approval of the Human Resources Committee Report
10. Consideration of and Motion on approval of 2019 Budget
11. Consideration of and Motion on approval of Early Head Start Child Care Partnership (EHS CCP) Request to Carry-Over 2018 Funding
12. Consideration of and Motion on approval of Head Start Supplemental Funding for 2019 Cost of Living Adjustment
13. Consideration of and Motion on approval of CAP Tulsa's Three Year Strategic Plan and AIM Statements
14. Consideration of and Motion on approval of 2019 Operational Plan
15. Consideration of and Motion on approval of the Contract with Hire Call
16. Consideration of and Motion on approval of Annual Lease Schedule with Tulsa Children's Coalition including Monthly Rental Rates
17. Consideration of and Motion on approval of the Annual Review of CAP Tulsa Bylaws
18. Board Training – ERSEA Eligibility Training by Stacey South
19. For review: Active Vendor List
20. For information only: 2017-18 Self-Assessment Improvement Plan Update
21. For information only: Q4 2018 Operational Plan Update
22. For information only: OECP 2017-18 Annual Report
23. For information only: Office of Head Start Notice of Award, No. 06CH010305-04-00
24. Annual Board Letter of Agreement
25. Executive Committee Report
26. Executive Director Report
27. Chief Operating Officer Report
28. New Business: Consideration of any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda
29. Adjournment