



**COMMUNITY ACTION PROJECT OF TULSA COUNTY**

**Board of Directors Meeting**

*July 21, 2016 – 7:30 a.m.*

4606 S. Garnett Road, Boardroom on Second 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
- 2. Consideration of and Motion on approval of the Minutes from May 12, 2016 meeting**
- 3. 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
- 4. Consideration of and Motion on approval of the Client Services Reports**
  - a. Client Services Committee Report
  - b. Head Start and Early Head Start Reports
  - c. Policy Council Minutes and Report
- 5. Consideration of and Motion on approval of the Human Resources Committee Report**
- 6. Consideration of and Motion on approval of the Donor Relations Advisory Committee Report**
- 7. Consideration of and Motion on approval of Phil McCoy as Vice President**
- 8. Consideration of and Motion on approval of the Mid-Year Budget Revisions**
- 9. Consideration of and Motion on approval of the 2015-16 Head Start Self-Assessment and Improvement Plan**
- 10. Consideration of and Motion on approval of the Family & Children's Services Agreement & Budget for 2016-17**
- 11. Consideration of and Motion on approval of the Renewal of the Four Year Old Agreement with Tulsa Public Schools**
- 12. Consideration of and Motion on approval of the Renewal of the Four Year Old Agreement with Sand Springs Public Schools**

13. Consideration of and Motion on approval of the Oklahoma Early Childhood Program Provider Agreement & Budgets for 2016-17
14. Consideration of and Motion on approval of United Community Action Program Agreement to serve Early Head Start children at our Eugene Field Early Childhood Education Center
15. Consideration of and Motion on approval of United Community Action Program Agreement to serve Early Head Start children at our Sand Springs Early Childhood Education Center
16. Consideration of and Motion on approval of Year 5 Modification to Sponsored Research Agreement with OU
17. Consideration of and Motion on approval of Early Head Start Child Care Partnership Funding Application
18. Consideration and approval of Controller Melanie Miller as CAP's financial representative for the Office of Head Start
19. Consideration and approval of the changes in our Check Signers and Authorized Agent at our Financial Institutions
20. Consideration of and acceptance of Wipfli's Audit of 403(b) Thrift Plan
21. Consideration of and approval of Zarrow Foundation Offer regarding 31<sup>st</sup> Street Plaza
22. For information only: Head Start Review Report – Overview of Findings May 23, 2016
23. For information only: 2016-17 Slot Chart
24. For information only: Strategic Framework Summary
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