

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting

10:00 a.m. Tuesday, November 9, 2010

Little Dixie Homeownership Center

Hugo, Oklahoma

AGENDA

Invocation

1. Opening of Board Meeting – Roll Call

Consent Docket – The following items of business indicated by brackets (2 & 3 and 5 & 6) may be voted upon by a single vote of the Board without discussion, unless and except for any item which anyone of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.

2. Consideration, Discussion and Vote to Approve September 2010 Minutes

3. Consideration, Discussion and Vote to Approve August and September 2010 Financial Reports

4. 2009 Audit Presentation by Gary Saunders

5. Consider Submission of Resolutions and/or Grant Applications - \$3,405,515.36

- a. March of Dimes Application – \$14,920
- b. RSVP Continuation to Corp. for Natl. & Community Service - \$67,874
- c. National Crime Victims' Rights Week Community Awareness Project - \$5,000
- d. Organizational Underwriting Application to NeighborWorks America - \$275,000
- e. Real Estate Development, Post Development to NeighborWorks America - \$50,000
- f. Real Estate Development, Pre Development (site work) to NeighborWorks America - \$50,000
- g. Real Estate Development, Pre Development (lots) to NeighborWorks America - \$50,000
- h. International Paper Foundation - \$8,000
- i. Refresh Everything Application to PepsiCo - \$50,000
- j. YouthBuild Application for Choctaw Co. to U.S. Dept. of Labor - \$750,000
- k. YouthBuild Application for Pushmataha Co. to U.S. Dept. of Labor - \$750,000
- l. YouthBuild Application for McCurtain Co. to U.S. Dept. of Labor - \$750,000
- m. Head Start/Early Head Start CACFP Budget - \$584,721.36

6. Consider Acceptance of Grants/Contracts/Awards - \$1,263,338.06

- a. Housing Preservation Grant from USDA Rural Development - \$43,765
- b. Public Awareness in Underserved Areas Grant from U.S. Dept. of Justice - \$100,000
- c. AmeriCorps Grant from Oklahoma Community Service Commission - \$208,000
- d. Strategic Enhancement to Mentoring Grant from U.S. Dept. of Justice - \$499,999
- e. VITA Grant from U.S. Department of Treasury - \$8,356
- f. ARRA Funding from ODOC - \$3,975
- g. ARRA SERC Weatherization funds - \$200,000
- h. Inasmuch Foundation - \$1,900
- i. Early Childhood State Pilot Program Grant - \$197,343.06

- 7. Consideration, Discussion, and Vote to Approve Mental Health Consultation Contract with Zen Gee for 2010-2011 School Year.**
- 8. Consideration, Discussion and Vote to Approve Board of Directors Meeting Schedule for 2011.**
- 9. Report from Planning Department**
- 10. Explanation of NeighborWorks Website Access for Board Members**
- 11. Announcement of Upcoming Head Start Auction**
- 12. Strategic Plan Report**
- 13. Update on Kiamichi Development Company Activities**
- 14. Parks Report**
- 15. Head Start Policy Council Report**
- 16. Presentation of Service Awards**
- 17. Other Reports/Announcements/Correspondence** – Letter to Editor; HS/EHS Enrollment/Attendance Report; HHS Communication and Guidance Reports; USDA Meals & Snack Report; HS/EHS Program Summary Report
- 18. Consideration, Discussion, and Vote to Interpret/Determine Intent of September 11, 2007 LDCAA Board Meeting Vote regarding the elimination of a LDCAA Board Position of a Hugo Rotary Club representative as recorded in the September 11, 2007 Board Meeting Minutes.**
- 19. Consideration, Discussion, and Vote to Enter into Executive Session to Discuss the Personnel Committee's Performance Evaluation, Annual Contract Renewal, and Employment of Brenda Needham as Executive Director. Okla. Stat. title 25, § 307 (B) (1).**
- 20. Consideration, Discussion, and Vote to Return to and Resume Regular Board Meeting.**
- 21. Consideration, Discussion, and Vote to accept the Personnel Committee's Performance Evaluation of Brenda Needham as Executive Director.**
- 22. Consideration, Discussion, and Vote to Renew the Annual Contract of Brenda Needham as Executive Director for the year 2011.**
- 23. Consideration, Discussion and Vote on New Business (Not known about or which could not have been reasonably foreseen prior to the time of posting the Agenda. Okla. Stat. Title 25 § 311).**
- 24. Consideration, Discussion and Vote to Adjourn**