

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

10:00 a.m. Tuesday, November 13, 2012

Little Dixie Homeownership Center

500 East Rosewood

Hugo, Oklahoma

AGENDA

Invocation

A. Opening of Board Meeting – Roll Call

Consent Docket – The following items of business indicated by brackets (B, C & D, and J & K) 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which anyone of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.

B. Consideration, Discussion and Vote to Approve October 2012 Minutes

**C. Consideration, Discussion and Vote to Approve September 2012 Financial Reports
Distribution of October financials for December consideration and vote**

D. Consideration, Discussion and Vote to Approve October 9, 2012 Executive Session Minutes.

E. Consideration, Discussion, and Vote to Adjourn into Executive Session in Order to Discuss the Executive Director's Performance Evaluation and Contract Renewal. Okla. Stat. Title 25 § 307 (B) (1) and to confer on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the jurisdiction. Public disclosure of the matter discussed would interfere with the development of products or services and/or public disclosure would violate the confidentiality of the business.

F. Consideration, Discussion, and Vote to Adjourn Out of the Executive Session and the Regular Meeting Be Reconvened.

G. Consideration, Discussion, and Vote on Executive Director's Performance Evaluation.

H. Consideration, Discussion, and Vote on Executive Director's Contract Renewal.

I. Consideration, Discussion, and Vote on matters pertaining to economic development discussed in executive session.

J. Consider Submission of Resolutions and/or Grant Applications - \$1,977,506.40

1. General Mills Champions for Healthy Kids Application - \$10,000
2. Donation Request to International Paper for RSVP - \$250
3. AmeriCorps Application to Oklahoma Community Service Commission - \$212,800
4. CACFP-Daycare Homes Request to the U.S. Department of Education – up to \$1,754,456.40

K. Consider Acceptance of Grants/Contracts/Awards - \$4,471,578.86

1. Oklahoma City Health Board Dental Support Mini Grant - \$2,000
2. Head Start/Early Head Start Award from Admin. For Children & Families - \$2,658,116
3. CSBG Allocation from Oklahoma Department of Commerce - \$5,333.33
4. Donation from International Paper for RSVP - \$250
5. 2012-13 E-Rate Funding - \$51,423.13
6. CACFP-Daycare Homes Award from the U.S. Department of Education – up to \$1,754,456.40

L. Consideration, Discussion, and Vote to Elect a Board Member to serve on the Head Start Policy Council.

M. Consideration, Discussion, and Vote to Approve 2013 LDCAA Board of Directors Meeting Date Schedule.

N. Consideration, Discussion and Vote to Approve Updated Document Retention and Destruction Policy (Chapter 11 of the Little Dixie C.A.A. Financial Services Manual)

O. Report from Finance Committee

P. Report from the Asset Management Committee

Q. Update on Kiamichi Development Company Activities

R. Head Start Policy Council Report

S. Presentation of Employee of the Month and Service Awards

T. Other Reports/Announcements/Correspondence – Little Dixie Annual In-Service December 14th, HS/EHS Enrollment/Attendance Report; HHS Communication and Guidance Reports; USDA Meals & Snack Report; HS/EHS Program Summary Report; CHDO Certification from OHFA

U. 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).

V. Consideration, Discussion and Vote to Adjourn