

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

**10:00 a.m. Tuesday, January 8, 2013**

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 E& F) 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which anyone of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.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 December 2012 Minutes**

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

**D. Consideration, Discussion and Vote to Approve December 11, 2012 Executive Session  
Minutes.**

**E. Consider Submission of Resolutions and/or Grant Applications - \$ 1,037,347.00**

1. Transit 5311 Funding Application/Resolution to Okla. Dept. of Transportation - \$913,847
2. Resolution Authorizing Executive Director to Execute Legal matters/documents on behalf of the agency.
3. Dollar General Literacy Foundation Adult Literacy Grant Application-\$15,000
4. CSBG FY13 Application (1<sup>st</sup> Alloctaion) to Oklahoma Dept. of Commerce-\$58,500
5. Contract for Services with Oklahoma Primary Care Extension/Rural Health Projects-\$50,000

**F. Consider Acceptance of Grants/Contracts/Awards - \$ 54,000.00**

1. Oklahoma Primary Care Extension Program Rural Health Projects contract-\$50,000
2. Flint Energy Services Ltd. CASA Toy Drive-\$1,000
3. Communities Foundation of Oklahoma-CASA Toy Drive-\$1,000
4. Deer Capital Tourism Association—CASA-\$500
5. Masons-CASA-\$1,000
6. Campbell Timberland Group--\$500

**G. Consideration/Discussion/Vote to approve 2013-2014 ERSEA Plan**

**H. Consideration, Discussion & Vote to approve the purchase of property in Haworth, Oklahoma for Head Start (Tabled Item from December 2012 LDCAA Board of Directors Meeting held December 11<sup>th</sup>, 2012)**

**I. Distribution of Formal, Written Document that Identifies Roles/Responsibilities of Board Members (Provided to Board Members in Board packet).**

**J. Distribution of Document to Each Board Member for Completion and Signature to Ensure Board Members Have No Conflict with Agency Policy. Each Board Member to Complete, Sign and Return the Document to Brenda Needham, Executive Director (Provided to Board Members as a handout).**

**K. Update on Kiamichi Development Company**

**L. Report from Finance Committee**

**M. Head Start Policy Council Report**

**N. Presentation of 2012 Employee of the Year and Service Awards**

**O. Other Reports/Announcements/Correspondence** HS/EHS Enrollment/Attendance Report; HHS Communication and Guidance Reports; USDA Meals & Snack Report; HS/EHS Program Summary Report; Mentoring Essay Flyer; ODOC Community Developer News Article

**P. 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).**

**Q. Consideration, Discussion and Vote to Adjourn**