

**Little Dixie Community Action Agency, Inc.**  
**Board of Directors and/or Executive Committee Meeting**  
**10:00 a.m. Tuesday, December 9<sup>th</sup>, 2014**  
*Little Dixie HomeOwnership Center-500 East Rosewood - Hugo, Oklahoma*  
**AGENDA**

**Invocation**

A. Opening of Board Meeting – Roll Call, Introduction of Guests.

B. Consideration, Discussion, and Vote to Designate Antlers Community Food Bank Ministry as a Low-Income Designated Entity Member on the Little Dixie Community Action Agency, Inc. Board (Article IV, Membership, Section 3 Representation of the Low-Income Sector).

*Consent Docket - The following items of business indicated by brackets (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which any one of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.*

C. Consideration, Discussion and Vote to Approve November 12th, 2014 Regular Meeting Minutes.

D. Consideration, Discussion and Vote to Approve October 2014 Financial Reports; Distribution of November 2014 Financials for January 2015 Consideration and Vote.

**E. Consider Submission of Resolutions and/or Grant Applications - \$38,000**

1. Contract Increase Application to the Oklahoma Department of Commerce for CAPTAIN Software Upgrades - \$3,000
2. AmeriCorps National Civilian Community Corps Project Concept Form
3. Victims of Crime Act Application to the Oklahoma District Attorneys Council for Little Dixie CASA - \$35,000

**F. Consider Acceptance of Grants/Contracts/Awards - \$2,196,307.08**

1. Head Start/Early Head Start Award from DHHS/ACF - \$1,682,536
2. CAPTAIN Contract Increase Award from Oklahoma Department of Commerce-\$3,000
3. Head Start/Early Head Start CACFP Award from USDA/RD via Oklahoma State Dept. of Education for Meal Reimbursement-\$510,241.08
4. Antlers Masonic Lodge #39 Matching Fund Donation to Little Dixie CASA - \$530

G. Appointment of a Chairperson for the LDCAA By-Laws Committee by the LDCAA Board Chair (LDCAA By-Laws Article XI, Other Committees, Section 2).

H. Consideration, Discussion and Vote to Approve Waiver/Exemption of Conflict of Interest for DHS and/or DOE Weatherization Funds/Assistance for Myrtis Young, Grandmother-In-Law of Kyle White, LDCAA Employee and SHARE Housing Trainer, that a full and proper posting of the disclosure has been made to the public, that no objections have been received from the public, a legal opinion determining there is no violation of Oklahoma or local law, any conflict or potential conflict should be waived, and the expenditure of weatherization funds is fair to LDCAA.

**I.** Report and Information over Procedures, Dates, etc. for Upcoming Sale of Vehicles in LDCAA's Transit Fleet.

**J.** Board Training – Overview of ROMA (Results Oriented Management and Accountability) presented by Tricia Auberle with the Oklahoma Association of Community Action Agencies.

**K.** Contract Review Update (provided by LDCAA Fiscal Officer, Sharon Pennell)

**L.** Head Start Policy Council Report.

**M.** Finance/Audit/Loan Committee Report.

**N.** Employee Five-Year Service Awards-Brandon Chase Hinsley/Hugo Lake State Park.

**O.** Employee in the Spotlight-Kimberly Mack, Family & Youth Initiative Coordinator/CASA Program.

**P.** Employee of the Year - Kathy James, Planner/Grant Writer with LDCAA Administration.

**Q.** Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS Program Summary Report; USDA Meals & Snack Report; Head Start/Early Head Start Enrollment/Attendance Report; Thank You Card from LDCAA Weatherization Customer; Copy of CHDO Certification Letter received from Oklahoma Housing Finance Agency.

**R.** Consideration, Discussion, and Signing by each KDC Shareholder of a waiver of the required minimum ten day notice of and agree to hold a Special Meeting of the KDC Shareholder as authorized by KDC Bylaws Article II, Sections 1, 3, and 5, and Article VIII, Section 7.

**S.** Consideration, Discussion, and Vote to Designate and Authorize Brent Franks, LDCAA Board Chairman, To Vote LDCAA's Kiamichi Development Company Shares To Transfer and Assign All KDC's Assets and Liabilities to LDCAA and to Vote KDC's Shares to Begin Dissolution of KDC immediately and effective on or before December 31, 2014.

**T.** Consideration, Discussion, and Vote to Continue the LDCAA Board Meeting until after the conclusion of the Special Meeting of the KDC Shareholders and KDC Board Meeting, each of which will occur immediately after the recess of this LDCAA Board Meeting, and the LDCAA Board Meeting to resume immediately after the KDC Shareholder meeting and KDC Board Meeting or at 11:45 AM, Tuesday, December, 9, 2014 whichever is sooner at 500 E. Rosewood, Hugo, Oklahoma. (Okla. Stat. Tit. 25, § 311.)

**U.** Consideration, Discussion, and Vote to Reconvene the December 9, 2014 LDCAA Board Meeting previously continued on Tuesday, December, 9, 2014 at 500 E. Rosewood, Hugo, Oklahoma. Okla. Stat. Tit. 25, Section 311.

**V.** Report from Chairman of LDCAA regarding Shareholders' Vote on assets, liabilities, and dissolution of KDC.

**W.** Consideration, Discussion, and Vote for LDCAA to receive, effective on or before December 31, all right, title, and interest in all assets and liabilities of KDC, including but not limited to, the entire cash balance in the KDC checking account at First United Bank, Hugo, Oklahoma in the approximate amount of \$107,000.00, a legal action titled Kiamichi Development Company, Inc. an Oklahoma Corporation vs. Jessy Crowder, a foreign individual, and Americontact, L.L.C., an Ohio limited liability company, Case No. CJ-2008-77, in the District Court of Choctaw County, State of Oklahoma, including but not limited to all accounts, and the Judgment entered against Jessy Crowder and AmeriContact, L.L.C., 2014.

**X.** Consideration, Discussion, and Vote to designate and authorize a LDCAA Representative to enter into settlement negotiations and accept a settlement of the case and accounts of Kiamichi Development Company, Inc. an Oklahoma Corporation vs. Jessy Crowder, a foreign individual, and Americontact, L.L.C., Case No. No. CJ-2008-77 and the case being more fully described previously in this agenda.

**Y.** 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).

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