

Delta Community Action Foundation, Inc.
Board of Directors Meeting
Thursday, December 6, 2018 10:00 am
Delta Community Action Administrative Office, 308 SW 2nd Street
Lindsay, OK
TENTATIVE AGENDA

Note, the Delta Board of Directors may discuss, vote to approve, vote to disapprove, vote to table, or decide not to vote on any item on this Agenda.

1. Call Meeting to Order - Mr. Ford
2. Roll Call - Ms. Tucker
3. Welcome and Introduction of Guests - Ms. Nichols
4. Consideration of and Action, as needed, on the October 16, 2018 Minutes.
5. Consideration of and Action, as needed, on the October and November, 2018 Financial Reports.
6. Organization Assessment and Presentation of Community Action Activities by Ms. Nichols.
7. Approval to apply for Community Services Block Grant (CSBG) for Fiscal Year 2019.
8. Approval of Executive Director's Annual Evaluation and compensation package.
9. Approval of 2019 Delta Board of Directors' Meeting Schedule.
10. Approval of 2019 Holiday Schedule for Delta Administrative staff, (some programs will follow their own programmatic Holiday Schedule).
11. Election of Officers for 2019 Delta Board of Directors. Nominations from Nominating Committee.
12. Appointment of Board Members to Committees by Chairperson Darrell Ford for the 2019 Delta Board of Directors.
 - Nominating Committee
 - Personnel Committee
 - Planning & Evaluation Committee
 - Equal Opportunity/Affirmative Action Committee
 - Finance Committee

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13. Annual approval of CONFAX documents to be submitted to the Oklahoma Department of Commerce:
 - Articles of Incorporation
 - By-Laws and Impasse Procedures
 - Affirmative Action Plan
 - Personnel Policies and Procedures (including update that manual will be available electronically to all employees; and accommodations for mothers who are breast feeding infants)
 - Board Member Roster
 - Board Committee Membership
 - Organization Chart
 - Agency Program Chart
 - Approved Board Minutes, signed by the authorized Board Representative
 - List of all Satellite Offices
 - Equipment Inventory List (purchased with ODOC contract funds)
14. Annual approval of Delta's Administrative and Accounting Policies and Procedures.
15. Consideration and approval to apply for PY'18 Department of Human Services Low Income Home Energy Assistance (DHS/LIHEAP) funds through the Oklahoma Department of Commerce in the amount of \$44,597.00.
16. Consideration and approval to accept nomination of Nova Snodgrass by the First Christian Church of Duncan to serve a 2nd term of 3 years on the Delta Board of Directors to represent the Private Sector in Stephens County.
17. Consideration and approval of HS/EHS 2018 Strategic Plan.
18. Presentation of Head Start/Early Head Start Annual Report.
19. New Business (any matter not known about or which could not have been reasonably foreseen prior to the time of agenda posting)
20. Adjournment

Posted _____ Date _____ Time _____