

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
10:00 a.m. Wednesday, November 12, 2008
Little Dixie HomeOwnership Center

Agenda

1. Opening of Board Meeting – Roll Call

Consent Docket – The following items of business indicated by brackets (2 & 3, then 4 & 5) 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which anyone of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.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. Discussion and Vote to Approve October 2008 Minutes

3. Discussion and Vote to Approve September Financial Reports

4. Discussion and Vote to Approve Submission of Resolutions and/or Grant Applications - \$711,949

- a. Self Help Housing Expansion Request to USDA Rural Development - \$129,949
- b. Rural Health Network Development Continuation Application to HRSA - \$180,000
- c. Martha A. Johnson Trust Application - \$4,000
- d. Community Service Block Grant (CSBG) Application to ODOC - \$218,000
- e. USDA Community Facilities Grant (Boswell, Fort Towson, Soper, Hugo Head Start, Horace Mann, Hugo IV, Hugo I & II) - \$170,000
- f. General Mills Foundation - \$10,000

5. Discussion and Vote to Accept Grants/Contracts/Awards - \$423,929

- a. Supplemental Loan Under SBA Microloan Program - \$100,000
- b. Senior Medicare Patrol Funding and Senior Health Insurance Program Funding - \$2,000
- c. 2nd Installment of YouthBuild Grant from U.S. Department of Labor - \$321,929

6. Discussion and Vote to Approve Certification of Needs Assessment for CSBG Application.

7. Discussion and Vote to Revise Agency Financial Services Manual.

8. Discussion and Vote to Approve Revision to Board Conflict of Interest Policy

9. Discussion and Vote to Approve LDCAA Personnel Policy Including Revision to 411 and 311

10. Discussion and Vote to Approve LDCAA Check Signers

11. Discussion and Vote to Approve Head Start/Early Head Start Revisions and Additions to Strategic Plan

12. Discussion and Vote to Approve Head Start 2008-2009 ERSEA (Eligibility, Recruitment, Selection, Enrollment & Attendance) Plan

13. Board Training on Roles and Responsibilities

- 14. Discussion and Vote to Approve 2009 Board of Directors Meeting Dates**
- 15. Discussion and Vote for Waiver/Exemption of Conflict of Interest for Corgill and Tilton**
- 16. KDC Update**
- 17. Discussion and Vote to Raise Security Deposit at Terry Hill**
- 18. Head Start Policy Council Report**
- 19. Presentation of Employee of the Month Award and Service Awards**
- 20. Other Reports/Announcements/Correspondence:**
Head Start Enrollment/Attendance Report; HHS Communication and Guidance Reports; Head Start PIR Report; Head Start USDA Meals & Snack Report; Head Start/Early Head Start Program Information Summary
- 21. Discussion and Vote to Enter into Executive Session to Discuss the Hiring of Randall Erwin or Brenda Needham as Executive Director. Okla. Stat. title 25, § 307 (B) (1)**
- 22. Discussion and Vote Regarding Matters Discussed in Executive Session as Described in Item 21.**
- 23. Executive Director Transition Committee Report**
- 24. Old Business**
- 25. New Business**
- 26. Adjournment**