

**KI BOIS COMMUNITY ACTION FOUNDATION, INC.**  
**BOARD OF DIRECTOR'S MEETING**  
**JANUARY 26, 2022 3:00 PM**  
**KI BOIS Community Action Office**  
**200 SE A Street**  
**Stigler, OK 74462**

**AGENDA**

*NOTE: The KI BOIS 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 to order, Welcome, and Introduction of Guests – 3:00 PM
2. US Flag Salute, The Promise of Community Action, & Prayer
3. Record of members present (quorum check)
4. Consideration and possible action on accepting resignation of board member Ross Selman effective December 31, 2022 and death of John Cook on December 25, 2022.
5. Consideration and possible action of seating Charlie Rogers and Jonathan Wynn.
6. Consideration and possible action on the Consent Docket – *The following items of business may be voted upon by a single vote of the Board without discussion, unless and except for any item which any member of the Board desires to have discussion about at the meeting, in which case, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket:*
  - 6a. Consideration and possible action on minutes of November 17, 2022 Board Meeting
  - 6b. Consideration and possible action on minutes of December 27, 2022 Board Executive Committee/Finance Committee Meeting
  - 6c. Consideration and possible action on program expenditures, budget reports, and modifications for October and November 2022
  - 6d. Consideration and possible action on program progress reports for November 2022 and December 2022
7. Consideration and possible action on Board officer nominating committee report and annual election of 2023 Board Officers
8. Management Team Reports (Written Reports)
  - A. Community Services Programs – Carroll Huggins, Tom Marlatt, and Larry Hall
  - B. Public Transportation Programs – Charla Sloan
  - C. Programs for the Developmentally Disabled – Kenneth Barnhart
  - D. Housing/Weatherization Programs – Michael Knapp
  - E. SSVF Program – Tammy Randazzo
  - F. Foster Grandparent Programs – Shaunda Noah
9. Consideration and possible action on designating R. Carroll Huggins, Executive Director/CEO, Cecil Williams, Board Chairperson, Joy Walker, 1st Vice Chairperson as authorized agents to include: executing all contracts, certifications, and assurances for KI BOIS Community Action Foundation, Incorporated. For borrowing purposes two signatures are required. Consideration and possible action on Jan Copen, Board Secretary/Treasurer to attest and seal for the agency.

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**AGENDA Continued**

10. Consideration and possible action on naming R. Carroll Huggins as the signing authority for Oklahoma Department of Transportation Transactions and KATS
11. Consideration and possible action on the following annual certifications:
  - A. KI BOIS Community Action Fair Housing/Marketing Plan
  - B. KI BOIS Housing Equal Opportunity Minority Outreach, MBE/WBE, Contracting Requirements
  - C. KI BOIS Housing Tenant Participation Plan
  - D. KI BOIS Applicant Appeal Procedure
12. Presentation of Audit Report - Josh Masters, CPA, Landmark CPA's (Zoom)
13. Consideration and possible action on acceptance of Audit Report. (Organizational Standards 8.01, 8.02, 8.03, and 8.04)
14. Consideration and possible action on out of state travel: Charla Sloan to Washington, DC on January 31-February 3, 2023 to attend the Oklahoma Transit Association Legislative Conference; Carroll Huggins and Charla Sloan to attend the SWTA Conference in Aurora, CO on February 22-25, 2023.
15. Board Training: CSBG Community Action Plan - Linda Love
16. Consideration and possible action on New Business (Any matter not known about or which could not have been reasonably foreseen prior to the time of agenda posting)
17. Announcements:
  - \* Next Executive Board/Finance Committee meeting Monday, February 27, 2023, 2:00 p.m.
  - \* Next Board meeting Thursday, March 23, 2023, 3:00 pm. Stigler, OK
18. Consideration and possible action on Adjournment

POSTED: \_\_\_\_\_  
Signature Date Time