

**THE OFFICIAL PROCEEDINGS**  
Community Youth Services of Southern Oklahoma  
Board of Directors  
July 20<sup>th</sup>, 2021

A special meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, July 20<sup>th</sup>, 2021 at 15 Monroe St NE, Ardmore, Oklahoma. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President  
Ms. Darcy Jordan, Vice President  
Mrs. Jessie Nance, Secretary  
Mr. Billy Wallace, Treasurer  
Mr. Jonathan Clubb  
Mrs. Melissa Handke (online virtual presence)  
Mr. Cedric Bailey  
Mrs. Carol Lee Simms

**MEMBERS ABSENT:**

Mr. Chris Bryant  
Mrs. Jan Shores  
Ms. Sarah Hostetler

**VISITORS PRESENT:**

**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director  
Ms. Terrah White, Administrative Assistant

- Item 1: **Call to Order**  
The meeting was called to order by Mrs. Morgan Chapman at 12:02 p.m. and a quorum was established.
- Item 2: **Mission Moment**  
The mission moment was presented by Mrs. Kaylyn Weldon-Gary
- Item 3: **Consent Agenda**  
Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for June 8<sup>th</sup>, 2021 and unaudited financial reports for April 2021 and May 2021. Mrs. Jessie Nance motioned to accept the consent agenda. Mr. Cedric Bailey seconded the motion. The motion carried unanimously. # 2099 Approved the consent agenda
- Item 4: **Specific designation of PPP funds after loan forgiveness**  
Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to designate the funds to general use. Mr. Jonathan Clubb seconded the motion. Motion carried unanimously. #2100 Approved designation of PPP funds
- Item 5: **Funds exceeding \$250K in checking account uninsured due to FDIC limit**  
**Options: earning interest or collateralized account**  
Mrs. Morgan Chapman presented the item for discussion. Mrs. Jessie Nance motioned to put funds in a savings account to earn interest, unless the bank could suggest a loan option that was significantly better. Mr. Jonathan Clubb seconded the motion. Motion carried unanimously. #2101 Approved putting funds in a savings account to earn interest
- Item 6: **Mental Health policy review- first read**  
Mrs. Morgan Chapman presented the item. No motion necessary. #2102 No action necessary

- Item 7: **Board Chair report** #2103 No action necessary  
Mrs. Morgan Chapman allowed Mrs. Jessie Nance to give update about capital campaign. There will be luncheon with the local banks and Mrs. Kaylyn Weldon-Gary will give a presentation. No action necessary.
- Item 8: **Director's report** #2104 No action necessary  
Mrs. Kaylyn Weldon-Gary presented the report. There were no critical incidents in the shelter this time. No action necessary.
- Item 9: **Meeting Adjourned** #2105 Adjourned meeting  
Mr. Cedric Bailey motioned to adjourn. Mrs. Jessie Nance seconded the motion. Motion carried unanimously.

Morgan A. Chapman

Board President

[Signature]  
Executive Director

**THE OFFICIAL PROCEEDINGS**  
Community Youth Services of Southern Oklahoma  
Board of Directors  
August 10<sup>th</sup>, 2021

A special meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, August 9<sup>th</sup>, 2021 at 15 Monroe St NE, Ardmore, Oklahoma and via internet. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President (online presence)  
Ms. Darcy Jordan, Vice President (online presence)  
Mrs. Jessie Nance, Secretary (online presence)  
Mr. Billy Wallace, Treasurer (online presence)  
Mrs. Jan Shores (online presence)  
Mrs. Melissa Handke (online presence)  
Ms. Sarah Hostetler (online presence)  
Mrs. Carol Lee Simms (online presence)

**MEMBERS ABSENT:**

Mr. Chris Bryant  
Mr. Cedric Bailey  
Mr. Jonathan Clubb

**VISITORS PRESENT:**

**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director  
Ms. Terrah White, Administrative Assistant (online presence)

Item 1: **Call to Order**

The meeting was called to order by Mrs. Morgan Chapman at 12:02 p.m. and a quorum was established.

Item 2: **Mission Moment**

The mission moment was presented by Mrs. Kaylyn Weldon-Gary

Item 3: **Consent Agenda**

Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for July 13<sup>th</sup>, 2021 and unaudited financial reports for June 2021. Mrs. Jessie Nance motioned to accept the consent agenda. Mrs. Jan Shores seconded the motion. The motion carried unanimously.

# 2106 Approved the consent agenda

Item 4: **Mental Health policy review second read**

Mrs. Morgan Chapman presented the item. Mrs. Jan Shores motioned to approve the policy as it is. Mr. Billy Wallace seconded the motion. Motion carried unanimously.

#2107 Approved Mental Health policy

Item 5: **FY22 budget**

Mrs. Morgan Chapman presented the item for discussion. Item was tabled.

#2108 Tabled

Item 6: **Add Jonathan Clubb to signature card**

Mrs. Morgan Chapman presented the item. Ms. Darcy Jordan motioned to approve the item. Mrs. Carol Lee Simms seconded the motion. Motion carried unanimously.

#2109 Approved adding Mr. Jonathan Clubb as a signer

- Item 7: **Purchase new server for agency** #2110 Tabled  
 Mrs. Morgan Chapman presented the item. Mrs. Kaylyn Weldon-Gary stated that she was still waiting on price quotes for the new server. Item was tabled.
- Item 8: **Investment objective review** #2111 Approved investment objective strategy  
 Mrs. Morgan Chapman presented the item. Mrs. Kaylyn Weldon-Gary stated that the investment committee, which includes Ms. Darcy Jordan and Mr. Billy Wallace, suggested that the agency hold its current course. Mrs. Jessie Nance motioned to approve the suggestions of the investment committee. Ms. Darcy Jordan seconded the motion. Motion carried unanimously.
- Item 9: **Board Chair report** #2112 No action necessary  
 Mrs. Morgan Chapman allowed Mrs. Jessie Nance to give update about capital campaign. Mrs. Jessie Nance stated that the luncheon with the banks went well and she is hopeful that the banks will collectively give similar amounts. No action necessary.
- Item 10: **Director's report** #2113 No action necessary  
 Mrs. Kaylyn Weldon-Gary presented the report. She stated that the United Way Pacesetter Campaign would begin soon. No action necessary.
- Item 11: **Meeting Adjourned** #2114 Adjourned meeting  
 Mrs. Jessie Nance motioned to adjourn. Mr. Billy Wallace seconded the motion. Motion carried unanimously.

Morgan A. Chapman  
 Board President

[Signature]  
 Executive Director

**THE OFFICIAL PROCEEDINGS**

Community Youth Services of Southern Oklahoma  
Board of Directors  
October 12<sup>th</sup>, 2021

A meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, August 9<sup>th</sup>, 2021 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President (online presence)  
Ms. Darcy Jordan, Vice President (online presence)  
Mrs. Jessie Nance, Secretary (online presence)  
Mr. Cedric Bailey (in person)  
Mrs. Jan Shores (online presence)  
Mrs. Melissa Handke (online presence)  
Ms. Sarah Hostetler (online presence)  
Mrs. Carol Lee Simms (online presence)  
Mr. Jonathan Clubb (in person)

**MEMBERS ABSENT:**

Mr. Chris Bryant  
Mr. Billy Wallace

**VISITORS PRESENT:**

**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director, (online)

Item 1: **Call to Order**

The meeting was called to order by Mrs. Morgan Chapman at 12:03 p.m. and a quorum was established.

Item 2: **Mission Moment**

The mission moment was presented by Mrs. Kaylyn Weldon-Gary

Item 3: **Consent Agenda**

Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for August 9<sup>th</sup>, 2021 meeting and unaudited financial reports for July and August 2021. Mrs. Jessie Nance motioned to accept the consent agenda. Mr. Cedric Bailey seconded the motion. The motion carried unanimously by roll call vote.

# 2115 Approved the consent agenda

Item 4: **FY2021 Final Budget**

Mrs. Morgan Chapman presented the item. Mrs. Kaylyn Weldon Gary gave information about increasing allocation from OJA, and funds specifically to increase counselor pay rates. Mrs. Jessie Nance motioned to approve the FY2021 Final Budget. Mrs. Darcy Jordan seconded the motion. Motion carried unanimously by roll call vote.

#2116 Approved Mental Health policy

Item 5: **BCBS Health Insurance recommendation from TJ Riley**

Mrs. Morgan Chapman presented the item for discussion. Mrs. Kaylyn Weldon Gary presented the BCBS health insurance policy as recommended by agent rep, as well as Insure OK policy for staff under a certain income level. Mrs. Jessie Nance motioned to approve the recommendation, with the caveat that Mrs. Kaylyn Weldon Gary will have conversations with staff that increasing costs may require financial commitments from staff members from their paychecks. Mrs. Sarah Hostetler seconded the motion. Motion carried unanimously by roll call vote.

#2117 Approved Health Ins recommendation

Item 6: **Purchase new server for agency**

Mrs. Morgan Chapman presented the item. Ms. Darcy Jordan motioned to approve

#2118 Approved new server purchase

the recommended server from TurnKey IT. Mrs. Carol Lee Simms seconded the motion. Motion carried unanimously by roll call vote.

#2119 No action necessary

**Board Member commitment agreement.**

Mrs. Morgan Chapman presented the item. No action necessary.

Item 8

**Board Chair report**

Mrs. Morgan Chapman allowed Mrs. Jessie Nance to give update about capital campaign. No action necessary.

#2120 No action necessary

Item 9:

**Director's report**

Mrs. Kaylyn Weldon-Gary presented the report. No action necessary.

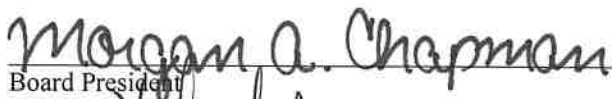
#2121 No action necessary

Item 10:

**Meeting Adjourned**

Mrs. Jessie Nance motioned to adjourn. Mr. Cedric Bailey seconded the motion. Motion carried unanimously.

#2122 Adjourned meeting



Board President

  
Executive Director

**THE OFFICIAL PROCEEDINGS**

Community Youth Services of Southern Oklahoma  
Board of Directors  
November 9<sup>th</sup>, 2021

A meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, November 9<sup>th</sup>, 2021 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President (online presence)  
Ms. Darcy Jordan, Vice President (online presence)  
Mrs. Jessie Nance, Secretary (in person)  
Mr. Cedric Bailey (in person)  
Mrs. Jan Shores (online presence)  
Mrs. Melissa Handke (online presence)  
Ms. Sarah Hostetler (online presence)  
Mr. Jonathan Clubb (in person)

**MEMBERS ABSENT:**

Mr. Chris Bryant  
Mr. Billy Wallace  
Mrs. Carol Lee Simms

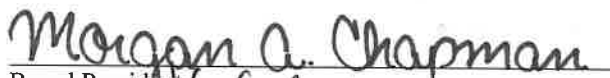
**VISITORS PRESENT:**

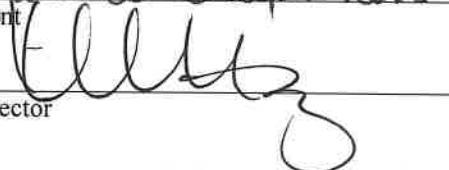
**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director (in person)  
Ms. Terrah White, Admin Assistant (in person)

- Item 1: **Call to Order**  
The meeting was called to order by Mrs. Morgan Chapman at 12:04 p.m. and a quorum was established.
- Item 2: **Mission Moment**  
The mission moment was presented by Ms. Terrah White.
- Item 3: **Consent Agenda** # 2123 Approved the consent agenda  
Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for October 12<sup>th</sup>, 2021 meeting and unaudited financial reports for September 2021. Mr. Jonathan Clubb motioned to accept the consent agenda. Mrs. Jessie Nance seconded the motion. The motion carried unanimously by roll call vote.
- Item 4: **Executive Officers 2022** #2124 Approved Executive officers for 2022  
Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to keep the current officers for 2022. Mr. Cedric Bailey seconded the motion. The motion carried unanimously by roll call vote.
- Item 5: **Motion to Enter Executive Session for the purpose of Discussion of Evaluation of Executive Director** #2125 Approved entering executive session  
Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to enter executive session. Mr. Jonathan Clubb seconded the motion. The motion carried unanimously by roll call vote.
- Item 6: **Motion to Exit Executive Session for the purpose of Discussion of Evaluation of Executive Director** #2126 Approved exiting executive session  
Mrs. Morgan Chapman presented the item. Mr. Jonathan Clubb motioned to exit executive session. Mr. Cedric Bailey seconded the motion. Motion carried unanimously by roll call vote.
- Item 7: **Approve the Evaluation of the Executive Director** #2127 Approved evaluation of executive director  
Mrs. Morgan Chapman presented the item. Mrs. Darcy Jordan motioned to accept the evaluation. Mrs. Jan Shores seconded the motion. Motion carried by roll call

- vote.
- Item 8: **2022 Dates Board Meetings and Holidays** #2128 Approved Board meeting and Holiday dates for 2022  
 Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to accept the proposed dates. Mr. Jonathan Clubb seconded the motion. Motion carried unanimously via roll call vote.
- Item 9: **Fence Repair bid** #2129 Approved fence repair bid  
 Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to accept the bid. Mr. Cedric Bailey seconded the motion. Motion carried unanimously by roll call vote.
- Item 10: **Flourescent/LED light replacement bid** #2130 Approved bid for lighting  
 Mrs. Morgan Chapman presented the item. Mr. Cedric Bailey motioned to accept the bid. Mrs. Jan Shores seconded the motion. Motion carried unanimously by roll call vote.
- Item 11: **Cancel December Board Meeting** #2131 Canceled December meeting  
 Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to cancel the board meeting for December. Mr. Jonathan Clubb seconded the motion. Motion carried unanimously by roll call vote.
- Item 12: **Board Chair Report** #2132 No action necessary  
 Mrs. Morgan Chapman presented the report. No action necessary.
- Item 13: **Director's report** #2133 No action necessary  
 Mrs. Kaylyn Weldon-Gary presented the report. No action necessary.
- Item 14: **Meeting Adjourned** #2134 Adjourned meeting  
 Mr. Cedric Bailey motioned to adjourn. Mr. Jonathan Clubb seconded the motion. Motion carried unanimously.

  
 Board President

  
 Executive Director



**THE OFFICIAL PROCEEDINGS**  
Community Youth Services of Southern Oklahoma  
Board of Directors  
January 11, 2022

A meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, January 11, 2022 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Ms. Darcy Jordan, Vice President (in person)  
Mrs. Jessie Nance, Secretary (online presence)  
Mr. Jonathan Clubb (in person)  
Mr. Cedric Bailey (in person)  
Mr. Chris Bryant (in person)  
Mrs. Melissa Handke (online presence)  
Ms. Sarah Hostetler (online presence)

**MEMBERS ABSENT:**

Mrs. Morgan Chapman, President  
Mr. Billy Wallace  
Mrs. Carol Lee Simms  
Mrs. Jan Shores

**VISITORS PRESENT:**

**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director (online presence)  
Ms. Terrah White, Admin Assistant (in person)

Item 1: **Call to Order**

The meeting was called to order by Mrs. Morgan Chapman at 12:04 p.m. and a quorum was established.

Item 2: **Mission Moment**

The mission moment was presented by Mrs. Kendra Smith.

Item 3: **Consent Agenda**

Ms. Darcy Jordan presented the consent agenda with two items: Minutes for November 9<sup>th</sup>, 2021 meeting and unaudited financial reports for October 2021 and November 2021. Mr. Jonathan Clubb motioned to accept the consent agenda. Mr. Cedric Bailey seconded the motion. The motion carried unanimously by roll call vote.

# 2135 Approved the consent agenda

Item 4: **United Way application**

Mrs. Darcy Jordan presented the item. Mr. Chris Bryant motioned to go ahead with application and for Mrs. Kaylyn Weldon Gary to have a meeting with the director of United Way to express concerns. Mr. Cedric Bailey seconded the motion. The motion failed with 4 votes in favor and 5 votes against.

#2136 Failed to approve United Way application for fiscal year 23

Item 5: **Donor Privacy Policy**

Mrs. Darcy Jordan presented the item. Mrs. Jessie Nance motioned accept the policy. Mr. Billy Wallace seconded the motion. The motion carried unanimously by roll call vote.

#2137 Approved Donor Privacy policy

Item 6: **BancFirst Loan for new campus:**  
**Authorize indebtedness on behalf of CYS**

Ms. Darcy Jordan presented the item. Mrs. Jessie Nance motioned to authorize indebtedness for Phase One of the CYS facility, not to exceed 7 million, before May 31, 2022. Mrs. Melissa Handke seconded the motion. Motion carried unanimously by roll call vote.

#2138 Authorized indebtedness for undecided amount not to exceed 7 million before May 31, 2022

- |          |   |  |
|----------|---|--|
| Item 7:  | <b><u>BancFirst loan for new campus: Authorize signers for loan</u></b><br>Ms. Darcy Jordan presented the item. Mr. Chris Bryant motioned to appoint the positions of Board President, Vice President, and Secretary as signers. Mrs. Jessie Nance seconded the motion. Motion carried unanimously by roll call vote. | #2139 Approved three designated signers for the loan documents |
| Item 8   | <b><u>BancFirst loan for new campus: Authorize amount for loan</u></b><br>Ms. Darcy Jordan presented the item for discussion. Item tabled.  | #2140 Tabled for further discussion                            |
| Item 9:  | <b><u>Board Chair Report</u></b> Item skipped. No action necessary.   | #2141 No action necessary                                      |
| Item 10: | <b><u>Director's report</u></b><br>Mrs. Kaylyn Weldon-Gary presented the report. No action necessary.   | #2142 No action necessary                                      |
| Item 11: | <b><u>Meeting Adjourned</u></b><br>Mr. Chris Bryant motioned to adjourn. Mr. Cedric Bailey seconded the motion. Motion carried unanimously.   | #2143 Adjourned meeting  |

Morgan A. Chapman  
Board President

[Signature]  
Executive Director

**THE OFFICIAL PROCEEDINGS**

Community Youth Services of Southern Oklahoma  
Board of Directors  
February 8th, 2022

A meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, February 8th, 2022 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President (online presence)  
Ms. Darcy Jordan, Vice President (online presence)  
Mrs. Jessie Nance, Secretary (in person)  
Mr. Cedric Bailey (online presence)  
Mr. Chris Bryant (online presence)  
Mrs. Melissa Handke (online presence)  
Mr. Billy Wallace  
Mr. Jonathan Clubb (online presence)  
Mrs. Carol Lee Simms  
Mrs. Jan Shores

**MEMBERS ABSENT:**

Ms. Sarah Hostetler (online presence)

**VISITORS PRESENT:**

**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director (in person)  
Ms. Terrah White, Admin Assistant (in person)

Item 1: **Call to Order**

The meeting was called to order by Mrs. Morgan Chapman at 12:01 p.m. and a quorum was established.

Item 2: **Mission Moment**

The mission moment was presented by Mrs. Brandi Pierce.

Item 3: **Consent Agenda**

Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for January 11, 2022 meeting and unaudited financial reports for December 2021. Mrs. Jessie Nance motioned to accept the consent agenda. Ms. Darcy Jordan seconded the motion. The motion carried unanimously by roll call vote.

# 2144 Approved the consent agenda

Item 4: **OKCNP ONE awards staff tickets**

Mrs. Morgan Chapman presented the item. Tickets for the event cost \$175 each. Mr. Cedric Bailey motioned to purchase tickets for the employees who wished to attend. Mrs. Jan Shores seconded the motion. Motion carried unanimously by roll call vote.

#2145 Approved purchase of tickets for staff members

Item 5: **Succession Plan policy addition**

Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to accept the policy addition. Ms. Darcy Jordan seconded the motion. The motion carried unanimously by roll call vote.

#2146 Approved addition of Succession Plan policy

Item 6: **Board Chair Report**

Mrs. Morgan Chapman presented the item. She allowed Mrs. Jessie Smith to give update on Capital campaign efforts. No action necessary.

#2147 No action necessary

Item 7: **Director's report**

Mrs. Kaylyn Weldon-Gary presented the item. No action necessary.

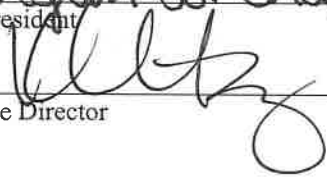
#2148 No action necessary

Item 8: **Meeting adjourned** Mrs. Jessie Nance motioned to adjourn. Mr. Billy Wallace seconded the motion. Motion carried unanimously by roll call vote.

#2149 Adjourned meeting at 12:24

Morgan A. Chapman

Board President

A handwritten signature in black ink, appearing to read 'Morgan A. Chapman', written over a horizontal line.

Executive Director

**THE OFFICIAL PROCEEDINGS**  
Community Youth Services of Southern Oklahoma  
Board of Directors  
March 8th, 2022

A meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, March 8th, 2022 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President (online presence)  
Ms. Darcy Jordan, Vice President (online presence)  
Mrs. Jessie Nance, Secretary (in person)  
Mr. Cedric Bailey (online presence)  
Mr. Chris Bryant (online presence)  
Mrs. Melissa Handke (online presence)  
Mr. Billy Wallace  
Mr. Jonathan Clubb (online presence)  
Mrs. Carol Lee Simms  
Mrs. Jan Shores

**MEMBERS ABSENT:**

Ms. Sarah Hostetler

**VISITORS PRESENT:**

**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director (in person)  
Ms. Terrah White, Admin Assistant (in person)

- Item 1: **Call to Order**  
The meeting was called to order by Mrs. Morgan Chapman at 12:01 p.m. and a quorum was established.
- Item 2: **Mission Moment**  
The mission moment was presented by Mrs. Jodi Woydziak.
- Item 3: **Consent Agenda** #2150 Approved the consent agenda  
Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for February 8th, 2022 meeting and unaudited financial reports for January 2022 motioned to accept the consent agenda. seconded the motion. The motion carried unanimously by roll call vote.
- Item 4: **Approve Nabholz Contract** #2151 Approved Nabholz Contract  
Mrs. Morgan Chapman presented the item. motioned to seconded the motion Motion carried unanimously by roll call vote.
- Item 5: **Approve Nat Con Air Fare** #2152 Approved Nat Con Air fare  
Mrs. Morgan Chapman presented the item. motioned to seconded the motion. The motion carried unanimously by roll call vote.
- Item 6: **Approve 2021 Building Inventory** #2153 Approved Building Inventory  
Mrs. Morgan Chapman presented the item. motioned to seconded the motion. The motion carried unanimously by roll call vote.
- Item 7: **Board Chair Report** #2154 No action necessary  
Mrs. Morgan Chapman presented the item. No action necessary.
- Item 8: **Director's report** #2155 No action necessary  
Mrs. Kaylyn Weldon-Gary presented the item. No action necessary.
- Item 9: **Meeting adjourned** #2156 Adjourned meeting at  
motioned to adjourn. seconded the motion. Motion carried

unanimously by roll call vote.

Morgan A. Chapman

Board President

Ulltz  
Executive Director

**THE OFFICIAL PROCEEDINGS**  
Community Youth Services of Southern Oklahoma  
Board of Directors  
April 19th, 2022

A meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, April 19th, 2022 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President  
Mrs. Jessie Nance, Secretary  
Mrs. Jan Shores  
Mr. Cedric Bailey  
Mr. Jonathan Clubb  
Mrs. Melissa Handke (online presence)  
Mrs. Carol Lee Simms

**MEMBERS ABSENT:**

Ms. Sarah Hostetler  
Mr. Chris Bryant  
Mr. Billy Wallace  
Ms. Darcy Jordan, Vice President

**VISITORS PRESENT:**

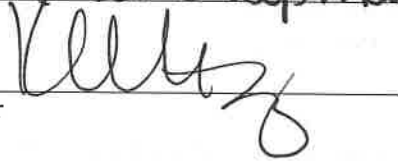
**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director  
Ms. Terrah White, Admin Assistant

- Item 1: **Call to Order**  
The meeting was called to order by Mrs. Morgan Chapman at 12:00p.m. and a quorum was established.
- Item 2: **Mission Moment**  
The mission moment was presented by Ms. Terrah White
- Item 3: **Consent Agenda** # 2156 Approved the consent agenda  
Mrs. Morgan Chapman presented the consent agenda with three items: Minutes for February 8th, 2022 meeting and unaudited financial reports for January and February 2022. Mrs. Jessie Nance motioned to accept the consent agenda with a minor name correction to the minutes. Mr. Cedric Bailey seconded the motion. The motion carried unanimously.
- Item 4: **Resignation of Board Member Darcy Jordan** #2157 Approved Resignation of Darcy Jordan  
Mrs. Morgan Chapman presented the item. Mrs. Jan Shores motioned to accept the resignation. Mrs. Carol Lee Simms seconded the motion Motion carried unanimously.
- Item 5: **2021 Building Inventory** #2158 Approved Building Inventory  
Mrs. Morgan Chapman presented the item. Mrs. Jessie Nance motioned to accept the building inventory. Mr. Jonathan Clubb seconded the motion. The motion carried unanimously.
- Item 6: **Board Chair Report** #2159 No action necessary  
Mrs. Morgan Chapman presented the item. No action necessary.
- Item 7: **Director's report** #2160 No action necessary  
Mrs. Kaylyn Weldon-Gary presented the item. No action necessary.
- Item 8: **Meeting adjourned** #2161 No action necessary  
Mr. Cedric Bailey motioned to adjourn. Mrs. Carol Lee Simms seconded the motion. Motion carried unanimously.

Morgan A. Chapman

Board President

A handwritten signature in cursive script, appearing to read 'Morgan A. Chapman', written over a horizontal line.

Executive Director



**THE OFFICIAL PROCEEDINGS**

Community Youth Services of Southern Oklahoma  
Board of Directors  
May 10th, 2022`

A meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, May 10th, 2022 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President  
Ms. Sarah Hostetler  
Mrs. Jan Shores (online presence)  
Mr. Cedric Bailey  
Mrs. Carol Lee Simms  
Mrs. Melissa Handke

**MEMBERS ABSENT:**

Mrs. Jessie Nance, Secretary  
Mr. Jonathan Clubb  
Mr. Billy Wallace  
Mr. Chris Bryant


**VISITORS PRESENT:**


**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director  
Ms. Terrah White, Admin Assistant

- Item 1: **Call to Order**  
The meeting was called to order by Mrs. Morgan Chapman at 12:00p.m. and a quorum was established.
- Item 2: **Mission Moment**  
The mission moment was presented by Mrs. Kendra Smith
- Item 3: **Consent Agenda**  
Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for April 19th, 2022, meeting and unaudited financial reports for March 2022. Mr. Cedric Bailey motioned to accept the consent agenda. Mr. Chris Bryant seconded the motion. The motion carried unanimously. # 2162 Approved the consent agenda
- Item 4: **Designation of New Vice President**  
Mrs. Morgan Chapman presented the item. Mrs. Melissa Handke was designated as the new Vice President. No action necessary. #2163 Approved designation of new Vice President Melissa Handke
- Item 5: **Board Member signature card: Melissa Handke**  
Mrs. Morgan Chapman presented the item. Mr. Chris Bryant motioned to add Mrs. Melissa Handke to the bank signature card. Ms. Sarah Hostetler seconded the motion. The motion carried unanimously. #2164 Approved Melissa Handke on bank signature card
- Item 6: **Bids for Independent Financial Audit**  
Mrs. Morgan Chapman presented the item. Mr. Chris Bryant motioned to accept bid from Criswell CPA. Mrs. Jan Shores seconded the motion. The motion carried unanimously. #2165 Approved Criswell CPA bid for independent financial audit
- Item 7: **Board By-Laws**  
Mrs. Morgan Chapman presented the item. Mrs. Melissa Hanke motioned to accept the changes. Mr. Cedric Bailey seconded the motion. The motion carried unanimously. #2166 Approved changes to agency by-laws

- Item 8: **Kids Day Insurance \$450** #2167 Approved insurance for Kids Day event  
Mrs. Morgan Chapman presented the item. Mr. Chris Bryant motioned to approve the payment. Mrs. Jan Shores seconded the motion. The motion carried unanimously.
- Item 9: **Radio Proposal for Kids Day \$800** #2168 Approved two radio advertising proposals  
Mrs. Morgan Chapman presented the item. Mr. Chris Bryant presented a second offer from another station for \$600. Mr. Cedric Bailey motioned to accept both offers for a total of \$1400. Mrs. Melissa Handke seconded the motion. The motion carried unanimously.
- Item 6: **Board Chair Report** #2169 No action necessary  
Mrs. Morgan Chapman presented the item. No action necessary.
- Item 7: **Director's report** #2170 No action necessary  
Mrs. Kaylyn Weldon-Gary presented the item. No action necessary.
- Item 8: **Meeting adjourned** #2171 Meeting adjourned  
Mr. Cedric Bailey motioned to adjourn. Ms. Sarah Hostetler seconded the motion. The motion carried unanimously.

  
\_\_\_\_\_  
Board President

  
\_\_\_\_\_  
Executive Director

**THE OFFICIAL PROCEEDINGS**  
Community Youth Services of Southern Oklahoma  
Board of Directors  
June 28th, 2022

A Special meeting of the Board of Directors of the Community Youth Services of Southern Oklahoma was held at 12:00 pm on Tuesday, June 28th, 2022 at 15 Monroe St NE, Ardmore, Oklahoma and via Zoom. Said notice was posted on the front double door entry of the Community Youth Services of Southern Oklahoma at 15 Monroe St. NE, Ardmore, Oklahoma and is hereby attached and made a part of the minutes on file in the administration office.

**MEMBERS PRESENT:**

Mrs. Morgan Chapman, President (online presence)  
Mrs. Jessie Nance, Secretary  
Mrs. Jan Shores (online presence)  
Mr. Cedric Bailey  
Mr. Billy Wallace  
Ms. Sarah Hostetler  
Mr. Jonathan Clubb

**MEMBERS ABSENT:**

Mr. Chris Bryant  
Mrs. Melissa Handke, Vice President  
Mrs. Carol Lee Simms

**VISITORS PRESENT:**

**STAFF PRESENT:**

Mrs. Kaylyn Weldon Gary, Executive Director  
Ms. Terrah White, Admin Assistant

Item 1: **Call to Order**

The meeting was called to order by Mrs. Morgan Chapman at 12:00p.m. and a quorum was established.

Item 2: **Mission Moment**

The mission moment was presented by Mrs. Brandi Pierce.

Item 3: **Consent Agenda**

Mrs. Morgan Chapman presented the consent agenda with two items: Minutes for the May 10<sup>th</sup>, 2022 meeting and unaudited financial reports for April 2022. Mrs. Jessie Nance motioned to accept the consent agenda. Mr. Cedric Bailey seconded the motion. The motion carried unanimously.

# 2172 Approved the consent agenda

Item 4: **Motion to Enter Executive Session for the purpose of Discussion of Salary of Executive Director**

Item 5: **Motion to Exit Executive Session for the purpose of Discussion of Evaluation of Executive Director**

Item 6: **FY 23 Planning Budget—approved by the Finance Committee:**

Mrs. Morgan Chapman presented the item. OJA increased funding by \$164,000. Staff salaries were increased. Mr. Jonathan Clubb motioned to accept the budget. Mr. Billy Wallace seconded the motion. Motion carried unanimously.

#2173 Approved the FY 23 Planning Budget

Item 7: **Bids for Foundation Repair:**

RamJack and Bolin Enterprises PowerLift

Morgan Chapman presented the item. Mr. Jonathan Clubb motioned to accept the RamJack bid. Ms. Sarah Hostetler seconded the motion. The motion carried unanimously.

#2174 Approved the RamJack foundation repair bid

Item 8: **Deed 180 square feet behind neighboring garage at 1707 Springdale Road which extends onto 830 Park Street SE property, as recommended by**

#2175 Tabled for further discussion

**committee**

Mrs. Morgan Chapman presented the item. Mrs. Morgan Chapman suggested that a contract ensuring "First right to refuse" and a fair price if the adjacent property were to be sold should be presented before the deed would be changed. Tabled for further discussion.

- Item 9: **Engagement Letter for Mary Johnson and Associates**  
Mrs. Morgan Chapman presented the item. Mr. Billy Wallace motioned for the agency to renew the contract with this accounting firm. Mr. Cedric Bailey seconded the motion. The motion carried unanimously. #2176 Approved continuing with current accounting firm
- Item 10: **New Board Candidates:**  
**Renita Dodson and Vanessa Wright**  
Mrs. Morgan Chapman presented the item. Mr. Cedric Bailey motioned to accept both candidates. Ms. Sarah Hostetler seconded the motion. Motion carried unanimously. #2177 Approved two new board members
- Item 11: **Board Member Terms—**  
Members with first term expiring at end of Fiscal Year 22 and option of second year renewal: Sarah Hostetler, Jonathan Clubb, Morgan Chapman, Jan Shores, Billy Wallace  
Members with second term expiring at end of Fiscal Year 22:  
Carol Lee Simms  
Mrs. Morgan Chapman presented the item. Mrs. Kaylyn Weldon-Gary asked all named board members to let her know privately if they intended to remain on the board for a second term and to help find a replacement for Mrs. Carol Lee Simms whose term will end June 30<sup>th</sup>. No action necessary. #2178 Announcement of board member term renewals or endings. No action necessary
- Item 12: **Board Chair Report**  
Mrs. Morgan Chapman presented the item. No action necessary. #2179 No action necessary
- Item 13: **Director's report**  
Mrs. Kaylyn Weldon-Gary presented the item. No action necessary. #2180 No action necessary
- Item 14: **Meeting adjourned**  
Ms. Sarah Hostetler motioned to adjourn at 1:40 pm. Mr. Jonathan Clubb seconded the motion. The motion carried unanimously. #2181 Meeting adjourned

  
\_\_\_\_\_  
Board President

  
\_\_\_\_\_  
Executive Director