



Board of Directors

Date: July 9th, 2024
Time: 12:00pm
Location: 830 Park St SE
Ardmore, OK 73401

Board Members:

Present: 7 needed for quorum			Absent	
Vanessa Wright, President	Jacobi Whatley		Sarah Burke, Sec	
Morgan Chapman	Amanda Bazor		Sara Roberts	
Brian Joshua, Treasurer	Jessie Nance			

Guests: Breanna Turpin, Receptionist

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:06 pm	Quorum established	
<i>Mission Moment</i>	Presented by Breanna Turpin		
<i>Consent Agenda</i>	Presented by Vanessa Wright, June 18 th minutes and April 2024 unaudited financials	Jessie Nance motioned; Jacobi seconded. Motion carried unanimously.	
<i>Transfer from trust: \$400,000, payment from trust against Park</i>	Presented by Vanessa Wright. Table the Park construction loan payment. Discussion of financials.	Jessie Nance motioned to accept the trust transfer of \$400,000; Jacobi Whatley seconded. Motion carried unanimously.	ED will finalize transfer with Susan Henderson, with email approval from Executive Committee.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>construction loan, \$500,000</i>			
<i>Miles Architecture</i>	Presented by Vanessa Wright. Tabled	Tabled to August meeting.	ED will bring to next board meeting in August.
<i>DHS FIG: \$45,000</i>	Presented by Vanessa Wright. Expenditure of up to, not to exceed, including all fees and taxes, a purchase of \$45,000 for SUV from DHS grant for Food Insecurity Grant	Jacobi Whatley motioned; Morgan Chapman seconded. Motion carried unanimously.	ED will make purchase.
<i>Board President report</i>	Presented by Vanessa Wright	No action necessary.	None
<i>Executive Director report</i>	Presented by Kaylyn	No action necessary.	None
<i>Adjourn</i>	12:50	Amanda Bazor motioned; Jessie Nance seconded. Motion carried unanimously.	None

President, Board of Directors:

Vanessa K. Wright

Date: 8/20/24

Executive Director:

[Signature]

Date: 8/20/2024



Board of Directors

Date: August 20th, 2024
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401

Board Members:

Present: 7 needed for quorum			Absent	
Vanessa Wright, President	Jacobi Whatley		Sara Roberts	
Morgan Chapman	Amanda Bazor			
Brian Joshua, Treasurer	Jessie Nance			
Sarah Burke, Sec				

Guests: Susan Young, Mercy

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:08 pm	Quorum established	
<i>Mission Moment</i>	Presented by Kaylyn		
<i>Consent Agenda</i>	Presented by Vanessa Wright, July 9 th , 2024 board minutes and May 2024 unaudited financials	Brian Joshua motioned; Amanda Bazor seconded. Motion carried unanimously.	
Purchase Speed Queen washing machine \$1249 from Nance's.	Presented by Vanessa Wright.	Sarah Burke motioned purchase the washing machine; Amanda Bazor seconded. Motion carried unanimously. Jessie Nance abstained.	ED will purchase washing machine from Noble FFE grant.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Dishwasher chemicals & maintenance service with Auto-Chloe</i>	Presented by Vanessa Wright. \$150 installation fee, \$280 start-up chemical costs, quarterly maintenance and chemicals purchased as needed only.	Jessie Nance motioned to begin Auto-Chlor services. Morgan Chapman seconded. Motion carried unanimously.	Operations Manager will begin service.
<i>Miles Architecture proposal for sound masking & décor, and labor</i>	Presented by Vanessa Wright. Not to exceed: \$100,000 for art, décor, sound masking, & acoustics	Jessie Nance motioned with NTE stipulation as noted; Amanda Bazor seconded. Motion carried unanimously.	ED will contact Miles Architecture.
<i>Move tiny homes with D&S</i>	Presented by Vanessa Wright. Move tiny homes by D & S services to free storage location on Hwy 77.	Morgan Chapman motioned to pay for D&S services. Sarah Burke seconded. Motion carried unanimously.	Payment will be paid to D&S
<i>Embark: TLP purchases</i>	Presented by Vanessa Wright. Office furnishings and rental agreements as well as apartment furnishings and rental agreements for youth. Directors do not want to complete office rental, with Monroe St property vacant and close to the same location.	Amanda Bazor motioned to accept apartment furnishings and rental agreements for three apartments. Brian Joshua seconded. Motion carried unanimously.	ED and Residential Services Director will complete agreements and purchases.
<i>Insurance Renewals</i>	Presented by Vanessa Wright. Sullivan Insurance proposal for Philadelphia insurance with an increase of \$11,155 annually. Need to add three apartments & three tiny homes.	Jacobi Whatley motioned to accept the renewals. Amanda Bazor seconded. Motion carried unanimously.	ED will complete insurance renewals.
<i>Mary Johnson & Associates engagement letter</i>	Presented by Vanessa Wright, increase to \$1365	Jessie Nance motioned to accept the engagement letter. Morgan Chapman seconded. Motion carried unanimously.	ED will complete and return engagement letter.
<i>Policies: First Look Mental health policy Grievance form</i>	Presented by Vanessa Wright. First look, no action necessary. Will review again in September.	No action necessary	ED will bring to September meeting.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>New Board Member: Susan Young</i>	Presented by Vanessa Wright. Member nominee Susan Young excused herself for presentation of this agenda item and vote.	Jessie Nance motioned to approve Susan Young as a CYS board member. Amanda Bazor seconded. Motion carried unanimously.	ED will complete new board member orientation.
<i>President's Report</i>	Presented by Vanessa Wright, no report.	No action necessary.	
<i>Executive Director's Report</i>	Presented by Kaylyn, no report due to being locked out of JOLTs data system.	No action necessary.	
<i>Adjourn</i>	Vanessa Wright requested motion.	Sarah Burke motioned to adjourn, seconded by Amanda Bazor. Adjourned unanimously.	Next meeting: September 10 th , 2024

President, Board of Directors: Vanessa K. Wright

Date: 9/10/24

Executive Director: [Signature]

Date: 9/10/2024



Board of Directors

Date: September 10, 2024
Time: 12:00pm
Location: 830 Park St SE
Ardmore, OK 73401

Board Members:

Present: 7 needed for quorum			Absent	
Vanessa Wright, President	Morgan Chapman	Susan Young	Sara Roberts	
Cedric Bailey, VP	Amanda Bazor			
Brian Joshua, Treasurer	Jessie Nance			
Sarah Burke, Sec	Renita Dotson			

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
Call to order	Called to order by Vanessa Wright at 12:10 pm	Quorum established	
Mission Moment	None		
Consent Agenda	Presented by Vanessa Wright is the minutes for August 20 th special board meeting and unaudited financial report for June 2024	Jessie Nance motioned; Renita Dotson seconded. Motion carried unanimously.	
Final Budget FY25	Presented by Vanessa Wright.	Brian Joshua motioned to approve the final budget for FY25, Jessie Nance seconded. Motion carried unanimously.	ED will maintain FY25 budget.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Computers: 8 HP \$300, 501tech- 6t1p reimbursement</i>	Presented by Vanessa Wright.	Cedric Bailey motioned to approve the computers purchase, Morgan Chapman seconded. Motion carried unanimously.	Operations Manager will complete purchase.
<i>Benches- 2 outdoor play (\$1290), picnic table- 2 outdoor employees (\$2440)</i>	Presented by Vanessa Wright. Play area benches covered by Rotary donation.	Amanda Bazor motioned to accept purchase of benches and picnic tables. Renita Dotson seconded. Motion carried unanimously.	ED will oversee purchase and installation
<i>OJA TLP: Tiny homes Monroe renovations Security Prefunding bancfirst</i>	Presented by Vanessa Wright. Tiny homes: Jacobi Whatley motioned to accepted funding source of OJA for 4 tiny homes purchase with changes with SOMF/CFA as well. Morgan Chapman seconded. Motion carried unanimously. Monroe Renovations: Jessie Nance motioned to approve \$17,000 Juan Gomez bid, 2 matching bedrooms, then rebid installation and go with cheaper option between Juan & Cunninghams. Cedric Bailey seconded. Motion carried unanimously Security: Brian Joshua motioned to approve Cory Taylor Secure Oklahoma for Monroe security bid. Sarah Burke seconded. Motion carried unanimously. Pre-funding: Tabled to October	See discussion for full details.	ED and Residential Services Director will complete as approved by Board of Directors.
<i>TLP needs purchases, over \$500</i>	Presented by Vanessa Wright.	Motioned by Jessie Nance, seconded by Amanda Bazor. Motion carried unanimously.	Residential Services Director will complete as approved.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Catering for Masquerade Ball, Justin Germany \$6710</i>	Presented by Vanessa Wright. Same meal as last year, slightly higher price but still a significant discount of his usual cost.	Jessie Nance motioned to accept, and Morgan Chapman seconded. Motion carried unanimously	Operations Manager will complete.
<i>Policies: second look Mental health policy Grievance form</i>	Tabled.	Tabled	ED will bring to Oct board meeting
<i>President's Report</i>	Presented by Vanessa Wright, no report	No action necessary	
<i>Executive Director's Report</i>	Presented by Kaylyn Weldon Gary	No action necessary	
<i>Adjourn</i>	Vanessa Wright requested motion.	Cedric Bailey motioned to adjourn, seconded by Renita Dotson. Adjourned unanimously.	Next meeting: October 8 th , 2024

President, Board of Directors:

Vanessa Z Wright

Date: 10/15/24

Executive Director:

Vanessa Z Wright

Date: 10/15/2024



Board of Directors

Date: Special- October 15, 2024
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright, President	Morgan Chapman		Sara Roberts	
Cedric Bailey, VP	Amanda Bazor		Jessie Nance	
Brian Joshua, Treasurer	Renita Dotson		Susan Young	
Sarah Burke, Sec			Jacobi Whatley	

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:10 pm	Quorum established	
<i>Mission Moment</i>	None		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda- minutes for September 10 th special board meeting and unaudited financial report for July 2024, August 2024	Brian Joshua motioned to approve the consent agenda; Renita Dotson seconded. Motion carried unanimously.	
<i>Monroe Renovations</i>	Presented by Vanessa Wright, as recommended by TLP committee. Mill Creek flooring, Juan Gomez bathroom remodel, Lowe's shower/tub combo purchased for Mr. Gomez to install in bathroom remodel.	Morgan Chapman motioned to approve \$16,970.62 bid without baseboard. Sarah Burke seconded. Motion carried unanimously.	Executive Director and Residential Services Director will oversee renovations as approved by the Board.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>RamJack Warranty Repair- copay, 2012 agreement</i>	Presented by Vanessa Wright.	Cedric Bailey motioned to approve the copay for warranty repair; seconded by Renita Dotson. Motion carried unanimously.	Executive Director and Residential Services Director will oversee repairs.
<i>TLP Pre-funding construction w/ BancFirst</i>	Tabled.	Tabled	ED will bring to November board meeting.
<i>Bramlett Insurance recommendations: health and dental insurance renewals</i>	Presented by Vanessa Wright, as recommended by Bramlett Insurance. Recused from vote: Amanda Bazor, agent with Bramlett Insurance.	Brian Joshua motioned to approve insurance renewals as recommended by Bramlett Agency. Cedric Bailey seconded. Motion carried unanimously.	Executive Director will complete renewal with Bramlett Agency.
<i>Executive Officer nominations – vote in Nov, start in Jan</i>	Presented by Vanessa Wright, discussion on nominations and voting. No action necessary at this time.	No action necessary	No action necessary
<i>President's Report</i>	None	No action necessary	No action necessary
<i>Director's Report</i>	Presented by Kaylyn Weldon Gary, including discussion of personal health issues which have recently worsened and upcoming appointments.	No action necessary	No action necessary
<i>Adjourn</i>	Vanessa Wright requested motion.	Sarah Burke motioned to adjourn at 1:16pm, Amanda Bazor seconded. Motion carried unanimously.	Next meeting: January 14, 2025- NO December meeting!

President, Board of Directors: Vanessa K. Wright

Date: 11/12/24

Executive Director: [Signature]

Date: 11/12/2024



Board of Directors

Date: November 12, 2024
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright, President	Morgan Chapman		Brian Joshua	
Cedric Bailey, VP	Amanda Bazor		Jessie Nance	
Susan Young			Jacobi Whatley	
Sarah Burke, Sec				

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:10 pm	Quorum established	
<i>Mission Moment</i>	Kaylyn shared update on holidays		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda-minutes for October 15th special board meeting and unaudited financial report for September 2024.	Jessie Nance motioned to approve the consent agenda; Cedric Bailey seconded. Motion carried unanimously.	
<i>Annual review, all policies</i>	Presented by Vanessa Wright, as required by licensing and accreditors. All policies available to board members on CYS portal.	Jessie Nance motioned to approve the annual review of all policies. Sarah Burke seconded. Motion passed unanimously.	Executive Director shall keep a record of all policies and approvals in office and on portal.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>EPIC charter schools contract</i>	Presented by Vanessa Wright, contract to allow for certain students in shelter and TLP to receive school on-site with Mrs. Lang.	Cedric Bailey motioned to approve contract with EPIC for one year, terming at the end of June 2025. Amanda Bazor seconded. Motion passed unanimously.	Executive Director will sign and execute the contract as agreed to by the Board.
<i>Christmas Lights bid-KutRight</i>	Presented by Vanessa Wright, board discussed only completing the work of bid 2 to save on funds.	Jessie Nance motioned to complete only bid 2. Cedric Bailey seconded. Motion passed unanimously.	ED will communicate with KutRite for lights.
<i>Annual holiday closure schedule</i>	Presented by Vanessa Wright, holiday closures keeping with the State of Oklahoma closures, with an additional day at the Christmas holiday.	Jessie Nance motioned to approve annual holiday closure schedule. Cedric Bailey seconded. Motion passed unanimously.	ED will execute in 2025.
<i>Board of Directors meeting schedule</i>	Presented by Vanessa Wright, annual meeting schedule.	Cedric Bailey motioned to approve the meeting schedule for the Board of Directors. Morgan Chapman seconded. Motion passed unanimously.	ED will execute in 2025. Will submit to county clerk.
<i>TLP Pre-funding construction with BancFirst</i>	Presented by Vanessa Wright, Jessie Nance offered to join ED Kaylyn Weldon Gary in discussion with Blake Hollingsworth at BancFirst about pre-funding TLP construction and finalizing paperwork for loan for Park construction.	Amanda Bazor motioned to approve Jessie Nance and Kaylyn Weldon Gary having discussion with Blake to communicate with Finance Committee and approve loan terms based on Finance Committee recommendations.	Jessie Nance and Kaylyn Weldon Gary will meet with BancFirst, provide summary and options to Finance Committee, and implement those as agreed upon.
<i>Bramlett Recommendations: group insurance proposal</i>	Presented by Vanessa Wright, Bramlett showed options for life insurance and disability policies. Jessie Nance asked to see coverage options for MASA for all eligible employees.	Jessie Nance moved to approve \$25k basic term life insurance & AD&D paid for by agency; voluntary term life	ED and Operations Manager will complete enrollment.

Agenda	Discussion	Tasks/Conclusion	Responsibility
		and short-term disability offered to employees. Susan Young seconded. Motion passed unanimously.	
<i>Executive Officer vote</i>	Presented by Vanessa Wright, same slate as 2024. President Vanessa Wright, VP Cedric Bailey, Secretary Sarah Burke, Treasurer Brian Joshua.	Jessie Nance motioned to accept the slate, Amanda Bazor seconded. Motion passed unanimously.	None.
<i>President's Report</i>	None		
<i>Director's Report</i>	Data to be provided at next meeting		
<i>Adjournment</i>	1:05pm	Cedric Bailey motioned, Amanda Bazor seconded. Carried unanimously.	Next meeting: January 14 th , 2025

President, Board of Directors: Vanessa K. Wright

Date: 1/24/25

Executive Director: [Signature]

Date: 1/24/2025



Board of Directors

Date: January 24, 2025
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright, President	Morgan Chapman		Brian Joshua	
Cedric Bailey, VP	Amanda Bazor		Jacobi Whatley	
Susan Young	Renita Dotson			
Sarah Burke, Sec	Jessie Nance			

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:21 pm	Quorum established	
<i>Mission Moment</i>	Kaylyn shared update on tiny home construction		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda-minutes for November 19 th , 2024 board meeting; unaudited financial reports were not available at the time of the meeting. Accountant sent his apologies.	Jessie Nance motioned to approve the consent agenda; Renita Dotson seconded. Motion carried unanimously.	
<i>United Way agency vote</i>	Presented by Vanessa Wright, requirement for United Way agency application. Board asks ED submit request to UW board for hosting October 11 th gala event.	Jessie Nance motioned to application to United Way. Renita Dotson seconded. Motion passed unanimously.	Executive Director will complete United Way application.
<i>Vote to enter closed session for the matter of Executive Director</i>	Presented by Vanessa Wright, Jessie Nance motioned to enter executive session for the purposes of the Executive Director personnel evaluation. Renita Dotson	Executive Director personnel evaluation to be completed by Secretary Sarah Burke and	Secretary Sarah Burke, Executive Director.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>personnel evaluation and vote to exit closed session</i>	seconded. Passed unanimously. Notes for session taken by Secretary Sarah Hostetler, sealed in manila envelope to be kept in the ED's office. Vote to exit executive session motioned by Jessie Nance, seconded by Susan Young. Passed unanimously.	returned to ED for filing in personnel file	
<i>Personal leave policy review</i>	Presented by Vanessa Wright, board discussed changes included paid leave for parents. Tabled for time to make changes per suggestions and other policies to be sent in for consideration.	Tabled to February.	ED will communicate with KutRite for lights.
<i>MASA cover</i>	Presented by Vanessa Wright, board members requested to see information for MASA for staff members.	Tabled.	No action necessary.
<i>President's Report</i>	Presented by Vanessa Wright		No action necessary.
<i>Director's Report</i>	Presented by Kaylyn Weldon Gary		No action necessary
<i>Adjournment</i>	Sarah Burke motioned to adjourn. Seconded by Renita Dotson. Carried unanimously, 1:14pm		

President, Board of Directors: Vanessa K Wright

Date: 2/11/25

Executive Director: [Signature]

Date: 2/11/2025



Board of Directors

Date: February 11, 2025
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright, President	Brian Joshua		Sarah Burke	
Cedric Bailey, VP	Jessie Nance		Jacobi Whatley	
Susan Young- young	Renita Dotson		Amanda Bazor	
			Morgan Chapman	

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:13 pm	Quorum established	
<i>Mission Moment</i>	Kaylyn shared update on tiny home construction		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda- minutes for January 14 th , 2025 and unaudited financial reports for October and November 2025.	Jessie Nance motioned to approve the consent agenda; Cedric Bailey seconded. Motion carried unanimously.	
<i>Mance & Fay Phillips Drummond Endowment Trust board member, Kaylyn</i>	Presented by Vanessa Wright, requirement for CYS Endowment trust participation- one person as board member for quarterly meetings.	Brian Joshua motioned approve Kaylyn Weldon Gary as board member for drummond endowment. Amanda Bazor seconded. Motion passed unanimously.	Executive Director will be board member for quarterly meetings for Drummond endowment.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Paid leave policy, first read</i>	Presented by Vanessa Wright. Suggested changes per attorney recommended by Jessie Nance.	No action necessary. Second read in March.	No action necessary.
<i>Airfare, Kaylyn Weldon Gary- NatCon, ABHC Pittsburgh</i>	Presented by Vanessa Wright, up to \$600 in airfare for two way ticket. Amanda Bazor motioned. Renita Dotson seconded.	Motion passed unanimously.	ED will purchase tickets for no more than \$600.
<i>Independent Financial Audit</i>	Tabled- final form not yet provided by auditor.	Tabled.	No action necessary.
<i>President's Report</i>	Presented by Vanessa Wright		No action necessary.
<i>Director's Report</i>	Presented by Kaylyn Weldon Gary		No action necessary
<i>Adjournment</i>	Susan Young motioned to adjourn. Seconded by Jessie Nance. Carried unanimously, 12:54pm.		

President, Board of Directors: Vanessa K. Wright

Executive Director: [Signature]

Date: 3/11/25

Date: 3/11/2025



Board of Directors

Date: March 11, 2025
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401
 & Zoom

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright, President	Sarah Burke		Susan Young	
Cedric Bailey, VP	Renita Dotson		Brian Joshua	
Jessie Nance			Amanda Bazor	
Morgan Chapman- zoom			Jacobi Whatley	

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:15 pm	Quorum established	
<i>Mission Moment</i>	Kaylyn shared update on tiny home construction		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda-minutes for January 14 th , 2025, February 11 th , 2025 and unaudited financial reports for December 2024.	Jessie Nance motioned to approve the consent agenda; Cedric Bailey seconded. Motion carried unanimously.	
<i>Trust Transfer: recommended by finance committee</i>	Presented by Vanessa Wright. Discussed finance committee recommendation to transfer \$80,000 and pre-fund tiny homes with BancFirst as previously discussed.	Sarah Burke motioned to transfer \$80,000 from trust to checking account and complete loan for \$870,000 for tiny homes through BancFirst. Jessie Nance	Executive Director will complete requests and orchestrate as required.

Agenda	Discussion	Tasks/Conclusion	Responsibility
		seconded. Motion passed unanimously.	
<i>Paid leave policy, second read</i>	Presented by Vanessa Wright. Additional changes requested.	No action necessary. Third read in April, with recommended changes.	No action necessary.
<i>Approve independent financial audit for FY24</i>	Presented by Vanessa Wright.	Jessie Nance motioned, Sarah Burke seconded. Carried unanimously.	Executive Director will keep on file.
<i>SoonerSelect Incentive Program</i>	Presented by Vanessa Wright. Discussed that there is increase in rates returned but requires release of confidential and private mental health information. Board of Directors is unanimous in their agreement that CYS decline to participate in the HIE: Health Information Exchange with SoonerCare/Medicaid/the state of Oklahoma.	Renita Dotson motioned to decline to participate in the HIE despite higher financial incentive. Cedric Bailey seconded. Carried unanimously.	Executive Director will proceed as directed.
<i>Corrective Action Plan</i>	Presented by Vanessa Wright. Discussion of OJA request for corrective action plan, activities which resulted in this request, action plan completed and submitted.	No action necessary.	No action necessary.
<i>President's Report</i>	Presented by Vanessa Wright- no report.	No action necessary.	No action necessary
<i>Director's Report</i>	Presented by Kaylyn Weldon Gary.	No action necessary.	No action necessary.
<i>Adjournment</i>	Vanessa requested motion to adjourn at 1:10pm.	Jessie Nance motioned to adjourn, Cedric Bailey seconded.	Adjourned, 1:10pm

President, Board of Directors: Vanessa K. Wright

Date: 8/12/24

Executive Director: [Signature]

Date: 8/12/2024



Board of Directors

Date: April 8th, 2025
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401
 & Zoom

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright, President	Susan Young		Amanda Bazor	
Cedric Bailey, VP	Jessie Nance – Zoom		Sarah Burke	
Jacobi Whatley - Zoom	Morgan Chapman			
Brian Joshua, Treasurer	Renita Dotson			

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:06 pm	Quorum established	
<i>Mission Moment</i>	Terrah White, update on community outreach		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda- minutes for March 11, 2025, and unaudited financial reports for January 2025.	Cedric Bailey motioned to approve the consent agenda; Renita Dotson seconded. Motion carried unanimously.	
<i>Trust Transfer: recommended by finance committee</i>	Presented by Vanessa Wright. Discussed finance committee recommendation to transfer \$35,000.	Morgan Chapman motioned to transfer \$35,000 from trust to checking account and Cedric Bailey seconded. Motion passed unanimously.	Executive Director will complete request.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Paid leave policy, third read</i>	Presented by Vanessa Wright. With corrections, add "See paid parental leave policy on page 4-6." To page 3 of policy and delete "do not" on page 5, eligibility paragraph.	Motion to approve by Jessie Nance, with recommended changes. Seconded by Morgan Chapman. Passed with recommended changes.	No action necessary.
<i>EasyBoard Subscription</i>	Presented by Vanessa Wright. Tabled, with directive to find out if EasyBoard has lower pricing structure for nonprofits.	Tabled	No action necessary.
Proposed Executive Session: Discussion and vote to enter Executive Session pursuant to 25 O.S. 307, provision B1- discussion of the termination of any individual salaried employee: LPC Candidate, C. Baxter	Presented by Vanessa Wright. Cedric motioned to enter Executive Session, seconded by Morgan Chapman. Entered executive session at 12:52pm, notes maintained by Kaylyn Weldon Gary. Exited executive session at 1:03pm, with a vote motioned for by Morgan Chapman, and seconded by Renita Dotson. No action was taken in the executive session.	No actions taken.	No action necessary.
<i>Fire Sprinkler – residential system bid, Monroe campus, Embark.</i>	Presented by Vanessa Wright. Tabled	Tabled, with directive to get additional bids.	No action necessary.
<i>President's Report</i>	Presented by Vanessa Wright- no report.	No action necessary.	No action necessary
<i>Director's Report</i>	Presented by Kaylyn Weldon Gary.	No action necessary.	No action necessary.
<i>Adjournment</i>	Vanessa requested motion to adjourn at 1:13pm.	Renita Bailey motioned to adjourn; Cedric Bailey seconded.	Adjourned, 1:13pm

President, Board of Directors:

Vanessa Wright

Date: *4/8/25*

Executive Director: 

Date: 8/12/2025



Board of Directors

Date: May 13th, 2025
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401
 & Zoom

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright, President	Cedric Bailey, VP	Sarah Hostetler, Sec	Brian Joshua, Treasurer	Morgan Chapman
Jacobi Whatley, Zoom	Amanda Bazor, Zoom	Jessie Nance		
Renita Dotson				

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:04 pm	Quorum established	
<i>Mission Moment</i>	Brandi Pierce, update on TLP and clients		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda- unaudited financial reports for February 2025. Tabled April minutes due to necessary corrections	Cedric Bailey motioned to approve the consent agenda; Jessie Nance seconded. Motion carried unanimously.	
<i>Financials Update</i>	Presented by Vanessa Wright. Discussion of financials and Geneos transfer if necessary,	Cedric Bailey motioned to transfer \$21,000 from Geneos trust to checking account if necessary before June 10 th , 2025 and Amanda Bazor seconded. Motion passed unanimously.	Executive Director will complete transfer request if necessary.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>EasyBoard subscription</i>	Presented by Vanessa Wright. Discussed pros of this software.	Jessie Nance motioned to approve EasyBoard subscription for one year, annually paid. Renita Dotson seconded. Motion carried unanimously.	ED will activate EasyBoard subscription and move board info online.
<i>New Board Members: Mike Hisey and Nataly Bynum</i>	Presented by Vanessa Wright.	Cedric Bailey motioned to approve Mike Hisey and Nataly Bynum to the Board of Directors for CYS	ED will on-board the two new members.
<i>Adjournment</i>	Vanessa requested motion to adjourn at 1:13pm.	Cedric Bailey motioned to adjourn; Jessie Nance seconded.	Adjourned, 1:03pm

President, Board of Directors: Vanessa Wright

Executive Director: [Signature]

Date: 8/12/25

Date: 8/12/2025



Board of Directors

Date: June 10th, 2025
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401
 & Zoom

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright	Cedric Bailey	Sarah Burke	Brian Joshua	
Morgan Chapman	Jessie Nance	Renita Dotson	Jacobi Whatley	
Amanda Bazor	Susan Young	Mike Hisey	Nataly Bynum	

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:11 pm	Quorum established	
<i>Mission Moment</i>	None		
<i>Consent Agenda</i>	Presented by Vanessa Wright is the consent agenda- minutes for May 13 th , 2025 board meeting and financials for March 2025.	Jessie Nance motioned to approve the consent agenda; Cedric Bailey seconded. Motion carried unanimously.	ED will file appropriately.
<i>Online Training Modules</i>	Presented by Vanessa Wright. Accreditation Now or iSpringLearn. Discussion of trials and 'sandbox'. ED recommended Accreditation Now.	Cedric Bailey motioned to approve Accreditation Now for CYS. Morgan Chapman seconded. Motion passed unanimously.	ED will enroll CYS.

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>OKCNP membership</i>	Presented by Vanessa Wright. Discussed pros of this software.	Jessie Nance motioned to approve OKCNP membership for one year, annually paid. Renita Dotson seconded. Motion carried unanimously.	ED will complete.
<i>Policy: first read, AI policy for mental health</i>	Presented by Vanessa Wright.	None necessary; second read next month	
<i>Policy: first read, therapy dog</i>	Presented by Vanessa Wright.	None necessary; second read next month	
<i>Monroe: Fire sprinkler install quotes</i>	Tabled, need more information		
<i>Financial Needs: geneos transfer, remove Jessie Nance and Morgan Chapman</i>	Presented by Vanessa Wright. Approve \$80,000 transfer from Geneos, remove Jessie Nance and Morgan chapman. Additional signers to be added later if necessary.	Motion by Renita Dotson to transfer from Geneos and remove Jessie Nance and Morgan Chapman from checking account. Seconded by Cedric Bailey. Motion carried unanimously.	ED will complete.
<i>Planning Budget FY26</i>	Presented by Vanessa Wright.	Motioned by Jessie Nance to approve FY26 planning budget. Morgan Chapman seconded. Motion carried unanimously.	
<i>President's Report</i>	Presented by Vanessa Wright.	None	None
<i>Director's Report</i>	Presented by Kaylyn Weldon Gary	None	None
<i>Adjournment</i>	Adjourned at 12:57pm.	Motioned by Renita Dotson, seconded by Cedric Bailey. Motion carried unanimously.	None

President, Board of Directors: Vanessa G. King
Executive Director: [Signature]

Date: 8/12/25
Date: 8/12/2025



Board of Directors

Date: June 18th, 2025
 Time: 12:00pm
 Location: 830 Park St SE
 Ardmore, OK 73401
 & Zoom

Board Members Present: 6 needed for quorum			Board Members Absent	
Vanessa Wright	Cedric Bailey	Sarah Burke	Brian Joshua	
Morgan Chapman	Nataly Bynum	Renita Dotson	Mike Hisey	
Amanda Bazor	Susan Young	Jacobi Whatley		

Guests:

Staff: Kaylyn Weldon Gary, Executive Director

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Called to order by Vanessa Wright at 12:11 pm	Quorum established	
<i>Transfer \$158,002.70</i>	Presented by Vanessa Wright. Discussion of deposit error during loan distribution process with BancFirst	Motion to transfer \$100,000 from BankFirst and \$58,002.70 from Geneos by Cedric Bailey. Seconded by Jacobi Whatley. Motion carried unanimously.	ED will transfer as directed.
<i>Adjournment</i>	Adjourned at 12:53pm	Motioned by Cedric Bailey, seconded by Renita Dotson. Motion carried unanimously.	N

Agenda	Discussion	Tasks/Conclusion	Responsibility

President, Board of Directors: Vanessa K. Witzel

Executive Director: [Signature]

Date: 8/12/25

Date: 8/12/2025