**AGENDA**

**Sunbeam Family Services, Inc. Board of Directors**

**Regular Meeting, December 2, 2019**

This meeting will be held at the office of Sunbeam, 1100 NW 14th Street, Oklahoma City, Oklahoma in accordance with the Administrative Procedures Act, and Open Meetings Act of Oklahoma.

**OUR MISSION:**

**Sunbeam Family Services provides people of all ages with help, hope, and the opportunity to succeed through Early Childhood, Foster Care, Counseling and Senior Services.**

**1. Call to Order  *Phyllis Stong***

Roll Call:

Phyllis Stong \_\_\_\_\_

Sarah Roberts \_\_\_\_\_

Cindy Fairchild \_\_\_\_\_

Bob Harbison \_\_\_\_\_

Robert Ruiz \_\_\_\_\_

Todd Bondy \_\_\_\_\_

Peggy Burris \_\_\_\_\_

Larry Davis \_\_\_\_\_

Sarah Glick \_\_\_\_\_

Nico Gomez \_\_\_\_\_

Kelly Gray \_\_\_\_\_

Chris Harrison \_\_\_\_\_

Candy Herrald \_\_\_\_\_

Gary Huneryager \_\_\_\_\_

Dr. Mary McCoy \_\_\_\_\_

Karen Mobly \_\_\_\_\_

Mark Potts \_\_\_\_\_

Joe Ray \_\_\_\_\_

Todd Sanders \_\_\_\_\_

Marnie Taylor \_\_\_\_\_

Jeffery Weakly \_\_\_\_\_

Tony Welch \_\_\_\_\_

Robert Wood \_\_\_\_\_

* Opening Remarks
* Board as Leadership: Be On Time/Be Prepared/Be Engaged

**2. Board and Foundation Minutes – Discussion and Possible Action Item: *Phyllis Stong X***

1. Minutes of October 28, 2019 Board of Directors Meeting

**3. Committee Minutes – Discussion and Possible Action Item: *Phyllis Stong X***

1. Minutes of November 21, 2019 Early Childhood Committee Meeting
2. Minutes of November 1, 2019 Friends of Sunbeam Committee Meeting
3. Minutes of October 25, 2019 Business Operations Committee Meeting
4. Minutes of November 22, 2019 Business Operations Committee Meeting
5. Minutes of November 20, 2019 Performance Quality Improvement Committee Meeting
6. Minutes of November 5, 2019 Governance Committee Meeting
7. Minutes of November 12, 2019 External Relations Committee Meeting
8. Minutes of October 24, 2019 Policy Council Meeting
9. Minutes of November 21, 2019 Policy Council Meeting
10. Minutes of November 6, 2019 Sunbeam Foundation Trustees Meeting

**4. Reports – Discussion and Possible Action Items:**

***President*** ***Phyllis Stong***

* Capital Campaign Research on Donor Restrictions Update

***Audit*** ***Larry Davis***

* Financial and 403b Audit Timelines Updates

***Business Operations*** ***Bob Harbison***

* Report and Approve the Financial Statements as of *October 31, 2019* **X**
* Report and Motion to Spend Up to $141,000 for SAGE Financial Software to be paid with Existing Prime Money Market Account Funds or CD Account Funds at MidFirst Bank **X**
* Report on the Application Status of EHS Supplemental Application for Additional Storm Shelters for Educare

***Early Childhood*** ***Chris Harrison***

* Review and Approve ECS Integrated Services Plan (ISP) Plan Year 20-21  **X**
* Review and Approve ECS Community Assessment (CA) – Revised for Plan Year 19-20  **X**
* Review and Approve ECS EHS Continuation Application Year 2  **X**
* Review and Approve ECS CCP3 Continuation Application Year 2  **X**
* Review and Approve Sunbeam Policy Council By-Laws Revised November 2019  **X**
* Review and Approve Sunbeam/Policy Council Impasse Policy Revised November 2019  **X**
* Review ECS Delegate Application for OKC Community Action Agency **– pg.**
* Report on OKC Community Action Agency Sub-Recipient Partnership Remedial Action Plan ***Sarah Rahhal***
* Report on CCP3 Progress ***Sarah Rahhal***

***External Relations*** ***Tony Welch***

* Aspire Award Announcement
* Shine A Light Update
* Sunbeam Season of Joy Update
* United Way Campaign Activities

***Governance***  ***Cindy Fairchild***

* Board Form Completion Report To Date
* Sunbeam By-Laws Revisions Status Report

***Early Head Start/Head Start Policy Council*** ***Jeffery Weakley***

***Friends of Sunbeam Karen Mobly***

***CEO/Staff Report*** ***Sarah Rahhal***

* Child Welfare Update
* Discuss Disclosure information about ownership and control interest for Medicare Application **– handout**
* Dashboard Highlights, Leadership Changes and Structure Changes

**5. Unfinished Business – Discussion and Possible Action Item: *Phyllis Stong***

* Approve the Educare 7th Storm Shelter Additional Costs  **X**

**6. New Business: *Phyllis Stong***

**7. Adjourn *Phyllis Stong***

The next meeting of the Sunbeam Board of Directors is February 24, 2020, 12 noon, at the Sunbeam offices, 1100 NW 14th Street, Oklahoma City, Oklahoma.