



## AGENDA

### SUNBEAM FAMILY SERVICES, INC. BOARD OF DIRECTORS

#### REGULAR BOARD MEETING, JANUARY 11, 2021

**12:00 – 1:30 PM**

This Board Meeting will be held at Pierce Early Education Center, 2701 S. Tulsa, Oklahoma City, Oklahoma in accordance with the Administrative Procedures Act and Open Meeting Act. Notice of this Meeting is being provided at least twenty-four (24) hours in advance of the meeting by posting at Sunbeam’s principal location at 1100 NW 14<sup>th</sup> Street, Oklahoma City, Oklahoma, and on Sunbeam’s website ([www.sunbeamfamilyservices.org](http://www.sunbeamfamilyservices.org)).

#### 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. Welcome** Sarah Roberts

**2. Call to Order:** Sarah Roberts

Roll Call: Stacy Hennigh

Sarah Roberts		Sarah Glick		Mark Potts	
Todd Sanders		Kelly Gray		Robert Ruiz	
Marnie Taylor		Bob Harbison		Evan Walter	
Gary Huneryager		Diana Harden		Mekeia Williams	
Phyllis Stong		Chris Harrison		Tony Welch	
Aimee Ahpeatone		Candy Herral		Robert Wood	
Todd Bondy		Patrick Hill			
Peggy Burris		Mary McCoy			
Cindy Fairchild		David Parker			

**3. Mission Moment** Sarah Rahhal

**4. Board Minutes – Discussion and Possible Action Item(s):** Sarah Roberts

- Minutes of November 10, 2020 Special Board of Directors Meeting – **pg. 3** X

**5. Committee Minutes – Discussion and Possible Action Item(s):** Sarah Roberts

- Minutes of October 23, 2020 Business Operations Committee Meeting – **pg. 7**
- Minutes of December 4, 2020 Business Operations Committee Meeting – **pg. 19**
- Minutes of November 17, 2020 Audit Committee Meeting – **pg. 30**
- Minutes of November 19, 2020 External Relations Committee Meeting – **pg. 39**
- Minutes of November 19, 2020 ESC Committee Meeting – **pg. 43**
- Minutes of December 10, 2020 Executive Committee Meeting – **pg. 54**

**6. President’s Report – Discussion and Possible Action Item(s):** Sarah Roberts

- Executive Committee Report
- **Proposed Executive Session:** Possible discussion and vote to enter Executive Session pursuant to 25 O.S. § 30(B)(1) to discuss annual performance X

review of Chief Executive Officer and possible compensation change.

- Motion to Return to Open Session X
- Possible Motion to Approve Recommendations from Executive Session X

**7. CEO/Staff Report**

**Sarah Rahhal**

- Agency Update
- Childcare Benefit Procedures

**8. Business Operations Committee Report – Action Item(s):**

**Gary Huneryager**

- Review and Approve Financial Statements YTD October 2020 – **pg. 56** X
- Review and Approve Credit Card Rewards Redemption Policy – **pg. 62** X
- Paycheck Protection Program (PPP) Loan update

**9. Early Head Start/Head Start Policy Council Report**

**MeKeia Williams**

**10. External Relations Committee Report**

**Kelly Gray**

- Match Campaign
- Shine a Light Update

**11. Governance Committee Report**

**Cindy Fairchild**

**12. PQI Committee Report**

**Robert Ruiz**

**13. Early Childhood Services Committee Report – *Action Item(s)***

**Chris Harrison**

- Review and Approve School Readiness Goals 2020/2021 – **pg. 63** X
- Review and Approve Integrated Service Plan 2020/2021 – **pg. 69** X
- Review and Approve Community Assessment 2020/2021 – **pg. 210** X

**14. Audit Committee Report**

**Candy Herral**

**15. Friends of Sunbeam Report**

**Diana Harden**

**16. Adjourn**

**Upcoming meeting(s):**

**February 22, 2021 – 12:00 – 1:30 pm**

The meeting shall be conducted at Pierce Early Education Center, 2701 S. Tulsa Ave., Oklahoma City, Oklahoma 73108. Any changes to meeting location shall be subject to authorization under the Oklahoma Open Meeting Act.