



AGENDA

SUNBEAM FAMILY SERVICES, INC. BOARD OF DIRECTORS

REGULAR BOARD MEETING, FEBRUARY 22, 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 14th Street, Oklahoma City, Oklahoma, and on Sunbeam’s website (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 January 11, 2021 Board of Directors Meeting – **pg. 3** X

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

- Minutes of December 17, 2020 Policy Council Meeting – **pg. 11**
- Minutes of January 26, 2021 Governance Committee Meeting – **pg. 17**
- Minutes of January 28, 2021 External Relations Committee Meeting – **pg. 22**
- Minutes of January 28, 2021 ESC Committee Meeting – **pg. 25**
- Minutes of January 28, 2021 Executive Committee Meeting – **pg. 28**
- Minutes of February 3, 2021 PQI Committee Meeting – **pg. 31**

6. Audit Committee Report – *Action Item(s)* Candy Herral

- Review and Approve FY20 Financial Audit – **pg. 36** HSPG & Associates, P.C.

X

- Review and Approve 6/30/20 990 Sunbeam Family Services – **pg. 40** X
- Review and Approve 6/30/20 990 Sunbeam Foundation - **pg. 82** X
- Review and Approve FY20 403(b) Audit – **pg. 115** Smith, Carney & Co., P.C.
X

7. President’s Report

Sarah Roberts

- United Way
- Sunbeam Strategic Planning

8. CEO/Staff Report

Sarah Rahhal

- Agency Dashboard

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

Gary Huneryager

- Review and Approve Financial Statements YTD November and December – **pg. 159** X
- Paycheck Protection Program (PPP) Loan update
- Accounting Policies and Procedures Update
- Review and Approve United Way FY22 application X
- Review and Approve VOCA FY22 application X
- Review and Approve CCP1 Covid Funds Carryover Application – **pg. 165** X
- Review and Approve CCP2 Covid Funds Carryover Application – **pg. 168** X

10. Early Head Start/Head Start Policy Council Report

MeKeia Williams

11. External Relations Committee Report

Kelly Gray

- Shine a Light Update
- Senior Services Campaign

12. Governance Committee Report

Cindy Fairchild

- Charter Updates

13. PQI Committee Report

Robert Ruiz

14. Early Childhood Services Committee Report

Chris Harrison

- Focus 2 Review Report

15. Friends of Sunbeam Report

Diana Harden

16. Adjourn

Upcoming meeting(s):

April 26, 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.