

Oklahoma Association of Youth Services, Inc.  
Board of Directors' Meeting Agenda  
January 8, 2025  
10:00 a.m.



The Oklahoma Center for Nonprofits

701 N Lindsay Ave  
Oklahoma City, OK 73104

A hybrid meeting has been scheduled for the Board of Directors of the Oklahoma Association of Youth Services and is being held in accordance with the Oklahoma Association of Youth Services Bylaws. The meeting can be virtually accessed by joining the following Zoom link:

Join Zoom Meeting

<https://us02web.zoom.us/j/86746843923>

Dial by your location  
+1 346 248 7799 US (Houston)  
+1 312 626 6799 US (Chicago)  
Meeting ID: 867 4684 3923



**Oklahoma Association of Youth Services, Inc.  
Board of Directors' Meeting Agenda  
January 8, 2025  
10:00 a.m.**

**The Oklahoma Center for Nonprofits  
701 N Lindsay Ave  
Oklahoma City, OK 73104**

A hybrid meeting has been scheduled for the Board of Directors of the Oklahoma Association of Youth Services and is being held in accordance with the Oklahoma Association of Youth Services Bylaws. The meeting can be virtually accessed by joining the following Zoom link:

Join Zoom Meeting

<https://us02web.zoom.us/j/86746843923>

Dial by your location

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

Meeting ID: 867 4684 3923

Both the agenda and minutes from this meeting will be available on the OAYS website ([www.oays.org](http://www.oays.org)) following the meeting.

1. Call to order and introduction of guests
2. Roll call/establish quorum
3. Discussion or possible action to approve Board Meeting Minutes for December 11, 2024
4. Discussion and/or possible action to approve items as needed on the President's Report
5. Discussion and/or possible action to approve items as needed on the Executive Director's Report
6. Discussion or possible action regarding the Treasurer's Report
  - a. November Financials

7. Discussion or possible action regarding the Strategic Development Committee Report
8. Discussion or possible action regarding the legislative committee report
9. Discussion or possible action regarding the programs committee report
10. Discussion or possible action regarding cluster reports
11. Discussion and/or possible action regarding board retreat
12. New business not known at the time of posting this agenda
13. Adjourn



**Oklahoma Association of Youth Services, Inc.  
Board of Directors' Meeting Minutes**

**December 11, 2024**

**3:00 p.m.**

**Renaissance Downtown Bricktown Board Room  
100 E Sheridan Ave, Oklahoma City, Oklahoma 73104**

A virtual meeting was held for the Board of Directors of the Oklahoma Association of Youth Services and is being held in accordance with the Oklahoma Association of Youth Services Bylaws

1. Call to order and introduction of guests

The meeting was called to order by President Herb McSpadden at 2:04 p.m.

- a. No guests present

2. Roll call/establish quorum

a. Roll call / establish quorum: Herb McSpadden, Courtney Dukes, Jana Emerson, John Schneider, Brenda Rose, Yolanda Cummings, Shanna Rice, Wendy Swatek, and Kody Suanny were present.

**Quorum Established**

3. Discussion or possible action to approve Board Meeting Minutes for November 6, 2024, and the special-called board of directors meeting held December 2, 2024

a. A motion to approve the Board Meeting Minutes for November 6, 2024 and the special-called board of directors meeting held on December 2, 2024 was made by Shanna Rice. A second motion made by Yolanda Cummings.

**Motion passed unanimously.**

4. Discussion or possible action to approve items on the Treasurer's Report

i. October Financials

A motion to approve the October financials as presented was made by Kody Suanny. A second motion made by Courtney Dukes. **Motion passed unanimously**

ii. Independent Audit Agreement

A motion to approve the Independent Audit Agreement was made by Courtney Dukes. A second motion made by Yolanda Cummings. **Motion passed unanimously**

5. Discussion or possible action to approve proposed policy changes

i. Proposed company vehicle policy

A motion to approve the proposed company vehicle policy was made by Shanna Rice. A second motion made by Brenda Rose. **Motion passed unanimously**

6. Discussion and/or possible action to approve items as needed on the President's Report

- a. Herb McSpadden reported he met with Director Tardibono, along with Steve Lewis and Dr. Messiah.
- b. OJA considered and fully approved the funding allocation request as received by membership. This is a one time funding allocation and will be based on the State Plan for FY 2026.
- c. There is a new process for creating the Officer Nomination Committee this year. Clusters will nominate one person within their cluster, that is not currently serving on the board, to be a part of the committee.

7. Discussion and/or possible action to approve items as needed on the Executive Director's Report

- a. Dr. Messiah reported the office is looking at higher security through cell phone communication and email exchanges.
- b. Dr. Messiah applauded Shanna Rice for providing CEU opportunities to our membership through the counselor calls. Shanna will also be providing CEU's at the June Annual Meeting.
- c. Dr. Messiah has signed the contract with Hard Rock in Catoosa for our Annual Meeting again this year.

8. Discussion and/or possible action to enter Executive Session

- i. Discussion of employee matters
  - a. Courtney Dukes made a motion to enter into the Executive Session. A second motion was made by Kody Suanny. Motion passed unanimously
  - b. John Schneider made a motion to exit the Executive Session. A second motion made by Yolanda Cummings. **Motion passed unanimously**

9. Discussion and/or possible action to act on or approve items discussed in Executive Session

- a. A motion to authorize Herb McSpadden to communicate dispensation for holiday incentives was made by Shanna Rice. A second motion made by Kody Suanny. **Motion passed unanimously**

10. New business not known at the time of posting this agenda

- a. A motion to authorize Dr. Messiah to expense up to 40K on the purchase of a company vehicle was made by Shanna Rice. A second motion made by Kody Suanny. **Motion passed unanimously**

11. Adjourn

Meeting adjourned at 3:36