



# Oklahoma Association of Youth Services, Inc.

## Board of Directors Meeting

Location: Zoom Meeting

A view-only virtual meeting was scheduled for the Oklahoma Association of Youth Services Membership and held by the Oklahoma Association of Youth Services bylaws:

Join Zoom Meeting

<https://us02web.zoom.us/j/85270077275>

**Meeting ID:** 852 7007 7275

**August 3, 2022**

### **Minutes**

1. Call to order and introduction of guests.  
President John Schneider called the meeting to order at 1:00 pm. John recognized guests Laura Broyles and Kevin Clagg with OJA.
2. Roll call/establish a quorum.  
A quorum was established at roll call.

Present via Zoom: John Schneider, Herb McSpadden, Terri Krebs, Darla Cheek, Shanna Rice, Courtney Dukes, Wendy Swatek, Kody Suanny, and Brenda Rose.

- **Absent: Erin Brook.**

Others Present: Dr. Peter Messiah, Executive Director OAYS, David Jordan, Annie Pappas, Brandon Sims, and Books Sawyer (OAYS), Kaylyn Weldon-Gary, Lisa Williams, Kristi Cusher, Kevin Evans, Hunter Holder, Kerrie Matthews, Tree Kelley, Greg Contreras, Katie Wilson, Miranda Litke, William Alexander, Mindy Bellack, Yolanda Cummings, and Brandy Krohn.

3. Discussion and possible action to approve Board meeting minutes of June 3, 2022. Herb McSpadden moved, and Courtney Dukes seconded approval on board minutes of June 3, 2022.

- **Motion passed unanimously.**

4. Discussion and possible action on President's Report. President Schneider thanked Lisa Williams and immediate past President Shanna Rice for their service on the OAYS Board of Directors and the Association.

- **No actions were required.**

5. Discussion and possible action to approve items as needed on the Executive Director's Report. Executive Director Dr. Peter Messiah thanked John Schneider for accepting the role and responsibility as new OAYS Board of Directors President.

Dr. Messiah announced that Annie Pappas was leaving OAYS for the Peace Corps and thanked Annie for her work with the Association.

Dr. Messiah introduced Brooks Sawyer as a new Oklahoma Association of Youth Services employee. Dr. Messiah recognized Hunter Holder as the new Executive Director for Logan Community Services. Dr. Messiah indicated that the insurance renewal packet had been sent to the Board for their review. Dr. Messiah reported that there were two venues for the September 2022 OAYS Quarterly meeting in Oklahoma City.

The first is the Omni Hotel (\$159/night lodging), with the meetings held at the Oklahoma City Convention Center (approximately \$3,500/event). The second was the Skirvin Hotel (\$109/night lodging), with the on-site meetings for roughly \$2000/event).

The Skirvin Hotel was recommended. Dr. Messiah announced that Mary Gates has retired from Tri-City Youth and Family Center in Choctaw and that he, along with support from OJA, would provide oversight until a new Executive Director was hired. Shanna Rice moved, and Kody Suanny seconded approval of the Executive Director's report.

- **Motion passed unanimously.**

6. Discussion and possible action to approve items as needed on the Board of Directors and Membership Meeting Times for 2022.

President John Schneider questioned whether times were for the calendar or fiscal years. Courtney Dukes moved to accept the schedule as presented, and Brenda Rose seconded. Motion passed unanimously.

7. Discussion and possible action to approve the Standard's Committee report. President John Schneider reported that the Standards Committee would include himself, Vice President Herb McSpadden, and the five Cluster Representatives to ensure representation from the entire membership.

Darla Cheek and Kody Suanny expressed their support for the committee appointment. Kody requested that time be set aside at each quarterly meeting for Clusters to discuss legislative committee agenda items.

President John Schneider suggested that future YSA Peer Reviews be sent to himself, Herb McSpadden, and selected committee members to review and approve upon completion.

Committee members would not review Peer Reviews from their home cluster. Shanna Rice moved to approve the 37 fy 22 peer reviews for designation by oja and Herb McSpadden seconded. Motion passed unanimously.

Kody Suanny moved to approve the appointment of the standards committee as presented, and Darla Cheek seconded.

- **Motion passed unanimously.**

8. Discussion and possible action to approve Legislative Committee report. President John Schneider said he would continue to chair the Legislative Committee until a replacement is identified. The committee has not met since June 2022 Annual meeting. John stated that the Committee would meet before the September 2022 Quarterly meeting.

- **No actions were required.**

9. Discussion and possible action to approve the Treasurer's report. Treasurer Darla Cheek reported that the Finance Committee met on Monday, August 1, 2022.

The committee will include herself, John Schneider, Shanna Rice, Brenda Rose, and CFOs from Pivot, Inc. (Carly) and Youth Services Tulsa (Monica). Darla reported that the OAYS office is in good financial standing, and the committee reviewed and approved financial statements and Accounts Receivable reports. John had questions regarding Accounts Payable.

Darla reported that there was a zero balance in Accounts Payable. Dr. Messiah reported that Hood and Associates have communicated that their audit and 990

preparation and filing would increase substantially for FY23. Dr. Messiah has received a bid from Barbara Henry, CPA, for \$3,800 (audit and 990). Questions regarding the purchase of an OAYS vehicle were raised. Dr. Messiah reported that OAYS would not be purchasing a vehicle at this time, which would be disclosed to the Board should a future purchase be considered. (Board has previously approved \$30,000 for the purchase of an office vehicle).

Wendy Swatek moved to approve the treasurer report as presented, and Koday Suanny seconded. Voting for the motion were John Schneider, herb McSpadden, Darla cheek, Shanna Rice, Courtney Dukes, Wendy Swatek, Koday Suanny, and Brenda Rose. Terri Krebs abstained. Motion passed.

Wendy Swatek moved to accept the audit, and a 990 bid from Barbara Henry and Shanna Rice was seconded. Motion passed unanimously.

Brenda Rose approved the proposed OAYS fy23 budget as presented to the finance committee, and Herb McSpadden seconded.

- **Motion passed unanimously.**

10. Discussion and possible action to approve the ARPA Committee report. Committee Chair Herb McSpadden reported that the committee and OAYS had put much effort into a PowerPoint presentation.

Brooks Sawyer and Herb McSpadden presented the PowerPoint presentation. Herb hopes to meet with legislators this month or early in September. The committee and five other YSA representatives will be part of the legislative presentation team.

- **No actions were required.**

11. New business not known at the time of posting this agenda. William Alexander asked if the financial information discussed would be available on the OAYS website. President John Schneider indicated that he would contact William after the meeting.

12. Adjourn

Darla Cheek moved, and Courtney dukes seconded approval to adjourn the meeting. No vote was taken.

- **President John Schneider adjourned the meeting at 1:53 pm.**