



OKLAHOMA PARENTS CENTER

Statewide Parent Training and Information

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AGENDA

Board of Directors Meeting Online via Zoom 3rd Quarter Meeting

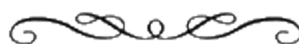
June 14, 2022

12:00 PM

- A. Call Meeting to Order
- B. Board Chair Report - Discussion and Vote
- C. Review of Minutes for last meeting - Discussion and Vote
- D. Report on Finance - Discussion and Vote
 - 1. PTI Statement '21-22 (10/1/21 to 9/30/22)
 - 2. OSDE Statement '21-22 (7/1/21 to 6/30/22)
 - 3. SPDG Statement '21-22 (10/1/21 to 9/30/22)
 - 4. RSA Statement '21-22 (10/1/21 to 9/30/22)
- E. Executive Director Report - Discussion and Vote
- F. Board Applications (Mark Sharp & Holli Daniels) – Discussion and Vote
- G. New Business - Discussion and Vote
- H. Adjournment - Motion and Vote

Next Meeting:

9/13/2022 @ 12:00 pm



Advocating for Children with Disabilities to Build a Better Future

Oklahoma Parents Center
Board Meeting Minutes
Zoom Meeting
March 8, 2022

- A. **Meeting Call to Order:** Jacqueline Devereaux called the meeting to order at 12:12 p.m. Members present Andrea Kunkel, Glynis Coleman, Becky Hale, Korsha Palmer, Susan Featherston, Braylen Glancy, and Jacqueline Devereaux. Staff present were Sharon Coppedge Long and Latisha Coats.
- B. **Board Chair Report:** Jacque had no report to give. Jacque would like to look at the Bylaws to see if any updates and/or changes need to be made and voted on in the future. No vote needed.
- C. **Review of Minutes from the meetings on 12/14/21:** Latisha put the minutes on the screen. Discussion was made about the minutes. Andrea moved to accept the minutes as presented and Becky 2nd. Motion passed.
- D. **Report on Finance:** Latisha included these in the packets and put them on the screen Statement of Expenditures PTI '21-22; OSDE '21-22; SPDG '21-22; RSA '21-22. Latisha answered questions. Susan made a motion to accept the Financials as presented and Korsha 2nd. Motion passed.
- E. **Executive Director Report:** Sharon discussed how the OPC staff have been doing a fantastic job with all the new projects. Latisha put the website on the screen and showed some of the visible progress being made, such as the training page, RSA page, and others. No vote needed.
- F. **Board Application:** Latisha included in the packet and put on the screen the Board Application of Jessica Anderson. Discussion was made and it was decided to vote on her application now. Korsha made a motion to accept Jessica Anderson as new board member effective 3/9/2022 and Braylen 2nd. Motion passed.
- G. **New Business:** No new business.
- H. **Adjournment:** Becky made a motion to end the meeting and Braylen 2nd. Motion passed. Meeting ended at 1:11 p.m.

Upcoming Meetings at 12:00 pm

June 14, 2022

September 13, 2022

Oklahoma Parents Center, Inc
Statement of Expenditures
PTI '21 - '22
10/1/21 to 9/30/22

	Budget	Total Spent as of 5/31/22	Balance	% left
Personnel	\$ 175,378.00	\$ 130,090.40	\$ 45,287.60	25.82%
Fringe Benefits	\$ 17,537.00	\$ 13,859.00	\$ 3,678.00	20.97%
Supplies	\$ 8,000.00	\$ 4,668.37	\$ 3,331.63	41.65%
Travel	\$ 22,000.00	\$ 366.66	\$ 21,633.34	98.33%
In State		\$ 366.66		
*Mileage		\$ 358.23		
*Meals/Etc.		\$ 8.43		
*Tolls/Parking/Etc.		\$ -		
*Hotels		\$ -		
*Registration Fees		\$ -		
*Other: Board expense		\$ -		
Out of State		\$ -		
*Mileage				
*Meals/Etc.				
*Tolls/Parking/Etc.		\$ -		
*Hotels				
*Airfare/Baggage/Etc				
*Rental Car Fee				
*Registration Fees				
Contract Services	\$ -	\$ -	\$ -	
Other	\$ 25,285.00	\$ 13,783.71	\$ 11,501.29	45.49%
*Professional Services		\$ 2,483.40		
*Books/Subscriptions		\$ -		
*Postage/Mailing		\$ 368.22		
*Printing, Copying		\$ -		
*Telephone		\$ 5,298.43		
*Meeting/Workshop Expense		\$ 953.77		
*Conference/Institutes		\$ -		
*Rental Fac./Supplies/Utilities		\$ 3,484.15		
*Insurance/Dues/Other		\$ 1,195.74		
Total	\$ 248,200.00	\$ 162,768.14	\$ 85,431.86	34.42%

Average \$ 20,683.33
Months 8 67%
Budget for period \$165,466.67

Actual \$ 162,768.14

Budget vs. Actual	\$ (2,698.53)
(under) budget	

Oklahoma Parents Center, Inc
Statement of Expenditures
OSDE '21-22
7/1/21 to 6/30/22

	Budget	Total Spent as of 5/31/22	Balance	% left
Personnel	\$ 180,000.00	\$ 154,471.58	\$ 25,528.42	14.18%
Fringe Benefits	\$ 18,500.00	\$ 16,336.33	\$ 2,163.67	11.70%
Supplies	\$ 11,000.00	\$ 5,847.27	\$ 5,152.73	46.84%
Travel	\$ 24,750.00	\$ 1,353.98	\$ 23,396.02	94.53%
In State		\$ 1,353.98		
*Mileage		\$ 578.74		
*Meals/Etc.		\$ 218.39		
*Tolls/Parking/Etc.		\$ 1.75		
*Hotels		\$ 555.10		
*Registration Fees		\$ -		
*Other: Board expense		\$ -		
Out of State		\$ -		
*Mileage		\$ -		
*Meals/Etc.		\$ -		
*Tolls/Parking/Etc.		\$ -		
*Hotels		\$ -		
*Airfare/Baggage/Etc		\$ -		
*Rental Car Fee		\$ -		
*Registration Fees		\$ -		
Contract Services	\$ -	\$ -	\$ -	
Other	\$ 85,500.00	\$ 23,449.54	\$ 62,050.46	72.57%
*Professional Services		\$ -		
*Books/Subscriptions		\$ 3,441.93		
*Postage/Mailing		\$ 411.04		
*Printing, Copying		\$ 2,245.00		
*Telephone		\$ 8,465.47		
*Meeting/Workshop Expense		\$ -		
*Conference/Institutes		\$ -		
*Rental Fac./Supplies/Utilities		\$ 4,575.18		
*Insurance/Dues/Other		\$ 4,310.92		
Total	\$ 319,750.00	\$ 201,458.70	\$ 118,291.30	36.99%

Average \$ 26,645.83
Months 11 92%
Budget for period \$293,104.17

Actual \$ 201,458.70

Budget vs. Actual	\$ (91,645.47)
(under) budget	

Oklahoma Parents Center, Inc
Statement of Expenditures
SPDG '21-22
10/1/21 to 9/30/22

	Budget	Total Spent as of 2/28/22	Balance	% left
Personnel	\$ 27,750.00	\$ 3,643.08	\$ 24,106.92	86.87%
Fringe Benefits	\$ 2,775.00	\$ 630.42	\$ 2,144.58	77.28%
Supplies	\$ 4,000.00	\$ 224.67	\$ 3,775.33	94.38%
Travel	\$ 14,750.00	\$ -	\$ 14,750.00	100.00%
In State		\$ -		
*Mileage		\$ -		
*Meals/Etc.		\$ -		
*Tolls/Parking/Etc.		\$ -		
*Hotels		\$ -		
*Registration Fees		\$ -		
*Other: Board expense		\$ -		
Out of State		\$ -		
*Mileage		\$ -		
*Meals/Etc.		\$ -		
*Tolls/Parking/Etc.		\$ -		
*Hotels		\$ -		
*Airfare/Baggage/Etc		\$ -		
*Rental Car Fee		\$ -		
*Registration Fees		\$ -		
Contract Services	\$ -	\$ -	\$ -	
Other	\$ 30,725.00	\$ 11,351.27	\$ 19,373.73	63.06%
*Professional Services		\$ -		
*Books/Subscriptions		\$ 8,831.83		
*Postage/Mailing		\$ -		
*Printing, Copying		\$ -		
*Telephone		\$ 1,029.67		
*Meeting/Workshop Expense		\$ -		
*Conference/Institutes		\$ -		
*Rental Fac./Supplies/Utilities		\$ 1,104.69		
*Insurance/Dues/Other		\$ 385.08		
Total	\$ 80,000.00	\$ 15,849.44	\$ 64,150.56	80.19%

Average	\$ 6,666.67
Months	8
Budget for period	\$53,333.33
Actual	\$ 15,849.44

Budget vs. Actual	\$ (37,483.89)
(under) budget	

67%

Oklahoma Parents Center, Inc
Statement of Expenditures
RSA '21-22
10/1/21 to 9/30/22

	Budget	Total Spent as of 2/28/22	Balance	% left
Personnel	\$ 27,750.00	\$ 2,602.86	\$ 25,147.14	90.62%
Fringe Benefits	\$ 2,775.00	\$ 382.68	\$ 2,392.32	86.21%
Supplies	\$ 4,000.00	\$ 145.64	\$ 3,854.36	96.36%
Travel	\$ 14,750.00	\$ -	\$ 14,750.00	100.00%
In State		\$ -		
*Mileage		\$ -		
*Meals/Etc.		\$ -		
*Tolls/Parking/Etc.		\$ -		
*Hotels		\$ -		
*Registration Fees		\$ -		
*Other: Board expense		\$ -		
Out of State		\$ -		
*Mileage		\$ -		
*Meals/Etc.		\$ -		
*Tolls/Parking/Etc.		\$ -		
*Hotels		\$ -		
*Airfare/Baggage/Etc		\$ -		
*Rental Car Fee		\$ -		
*Registration Fees		\$ -		
Contract Services	\$ -	\$ -	\$ -	
Other	\$ 30,725.00	\$ 8,584.76	\$ 22,140.24	72.06%
*Professional Services		\$ -		
*Books/Subscriptions		\$ 7,073.52		
*Postage/Mailing		\$ -		
*Printing, Copying		\$ -		
*Telephone		\$ 539.15		
*Meeting/Workshop Expense		\$ -		
*Conference/Institutes		\$ -		
*Rental Fac./Supplies/Utilities		\$ 587.01		
*Insurance/Dues/Other		\$ 385.08		
Total	\$ 80,000.00	\$ 11,715.94	\$ 68,284.06	85.36%

Average	\$ 6,666.67	
Months	5	42%
Budget for period	\$33,333.33	
Actual	\$ 11,715.94	

Budget vs. Actual	\$ (21,617.39)
(under) budget	