

OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS

Finance and Operations Committee Meeting Minutes

Wednesday, November 29, 2017

OPSR, 421 NW 13th St., Suite 270, Oklahoma City, OK

10:00 a.m. – 11:00 a.m.

OPSR Mission: *To lead Oklahoma in coordinating an early childhood system focused on strengthening families and school readiness for all children.*

The agenda was posted at 421 Northwest 13th Street, Colcord Building, Oklahoma City, Oklahoma on Monday, November 28, 2017 at 9:35 a.m.

Call to Order and Welcome

The meeting was called to order by Ryan Posey at 10:03 a.m.

Members Present:

Debra Andersen, Kermit McMurry, Susan McVey, and Ryan Posey

Members Not Present

Kathy Cronemiller, Paul Shinn

Roll Call

Roll call provided by Chris Lee

Approval of July 26, 2017 Minutes

Ryan Posey presented the minutes of the July 26, 2017 meeting

A motion was made by Susan McVey to approve the July 26, 2017 minutes as presented. Kermit McMurry seconded the motion. The motion was passed by acclamation.

Approval of OPSR Financials

Ryan Posey presented the OPSR Financials. Discussion was had on the format of the financials and if this is a good way to show the combined Foundation and State Expenses. It was agreed that this format is a good idea and will help in applying for grants. A question was asked if the funding from the OPSR Foundation could change. Debra stated that all monies shown in the Financials have already been received, and do not include any anticipated funding.

Susan McVey suggested that the Financials have a little more content and provide some time line for the Kellogg money. Debra Andersen stated that the Kellogg grant will be completed on February 28, 2018. Kellogg has indicated that the organization wait until the month before the grant expires to ask for an extension. Ryan Posey suggested that the financials show funding source for the symposium but also some type of chart for the breakdown of the Kellogg funds and the rest of the budget.

A Motion was made by Kermit McMurry to approve OPSR Financials. Susan McVey seconded the motion. The motion then passed by acclamation.

Approval of 2018 Meeting Dates

Ryan Posey presented the meeting dates. He stated that the committee usually meets six times a year but since the budget is guaranteed, should the committee meet four times instead to align with the Executive Committee? Committee members agreed that meeting four times a year would work. Discussion was had on a new date for the first meeting of the new year, and February 1st at 11 am was agreed upon.

A Motion was made by the Kermit McMurry to approve the 2018 Meeting Dates with an amendment to the first meeting date. Susan McVey seconded the motion. The motion then passed by acclamation.

Role of Finance and Operations of FY18

Discussion was had on the role of the Finance and Operations Committee. Ryan Posey suggested that the committee choose the strategies for the organization and give them direction. Debra Andersen asked the committee what the organization should do in terms of state dollars. Susan McVey suggested that the organization should reach out to Director Lake and ask for money through their Budget request.

Executive Director Report

Early Childhood Research Symposium

- Debra passed out the Research Symposium reception invitation at the CHK|UCO Boathouse. She shared details of the events, including how the keynote speakers will give a brief preview of their presentation for the guest at the reception. Diane Bell reached out to the local early childhood association (OKAEYC) to provide scholarships to the Symposium, which is part of the TSET sponsorship.

Operations Update

- Debra shared the recent talks with the OPSR Foundation and their recommendation that the organization officially drop the Smart Start Oklahoma name and move to OPSR. Currently there are two different websites, one for the foundation and one for Smart Start Oklahoma. There will be a cost associated with the name change, especially with the website. If the OPSR Board agrees on the name change, the staff can then do the research on the transition.

Announcements

No Announcements

Adjournment

The meeting officially adjourned at 11:03 a.m.

Next Meeting

The next meeting is scheduled for Thursday, February 1, 2018, at 11 a.m. at the OPSR conference room located at 421 NW 13th Street, Suite 270, Oklahoma City, OK 73103.