



OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS

Executive Committee Meeting Minutes

Thursday, September 7, 2017

Smart Start Oklahoma Conference Room

421 NW 13th Street, Suite 270

Oklahoma City, OK 73103

12:00 PM

The agenda was posted at 421 Northwest 13th Street, Colcord Building, Oklahoma City, Oklahoma on September 6, 2017 at 8:28 a.m.

Call to Order

Natalie Burns called the meeting to order at 12:04 a.m.

Roll Call

The Roll was called by Misty Montgomery.

Members Present

Debra Andersen, Natalie Burns, Vaughn Clark, Misty Montgomery, Ryan Posey, Ray Potts and Anthony Stafford

Members Not Present

Ann Cameron

Staff Present

Diane Bell

Guests Present

***Approval of Minutes**

The minutes of May 4, 2017 were reviewed by committee members. A discussion regarding mention of the suggested construct of the Executive Committee membership was discussed.

Motion made by Anthony Stafford to approve minutes of the May 4, 2017 meeting, seconded by Debra Anderson. The motion passed by acclamation.

***OPSR Financials**

Financial Report

- Ryan Posey presented the Fiscal Year 2017 Financial Report, detailing the year-end budget status. In FY17, OPSR distributed all the funding for the community grants. The structure of the new contract worked well and ensured all grant funds were expended.

Debra reminded the Executive Committee that any unspent State funds are not carried over into FY18 and that the full OPSR Board does not have to vote on the approval of the FY17 report. The OPSR is on the same fiscal year as the State.

Motion made by Ryan Posey to approve the OPSR FY2017 Financial Report, seconded by Ray Potts. The motion passed by acclamation.

FY18 OPSR Budget

- Debra Andersen reminded the Executive Committee that the full OPSR Board will vote on approving this budget.
- Ryan Posey presented the FY18 budget in a new format showing all budgeted expenses as well as both State revenue and OPSR Foundation revenue combined. He explained the reasons it had not been presented this way in the past and the benefits – especially in the current revenue climate – of having the Executive Committee and full board aware of the broader revenue picture. Executive Committee members received the new format favorably. The OPSR Board does not have oversight of the funds raised by the OPSR Foundation.

Motion made by Ryan Posey to approve the FY18 OPSR Budget, seconded by Ray Potts. The motion passed by acclamation.

Executive Committee Retreat

Natalie Burns reminded the Committee of the robust discussion had at the retreat regarding the prioritization of staff and financial resources focused on the organization's vision, legislative mandates and state of Oklahoma's early childhood system. Committee members agreed to the list of prioritized initiatives underway or currently in queue and suggested a presentation familiarizing the full board and gaining feedback was important. That presentation was scheduled for the Sept. 21, 2017 board meeting.

Smart Stat Oklahoma Community Assessment and Parent Surveys

Debra Andersen and Diane Bell presented summary information from the recently completed Community Assessment and Parent Surveys of seven Oklahoma communities funded in the FY17 grant round. Enlightening information was uncovered and a full presentation was in the process of being finalized that could be used to educate and inform through events or as educational materials. Much of this data would also be included in the annual report.

OPSR Annual Report

Diane Bell previewed the FY17 annual report. This would be the OPSR's first online only annual report and the user-friendly features were well received by Committee members. Discussion ensued about how this online version could be easily used as a year-round resource for everyone from board members to legislators.

***OPSR Bylaw Revision**

Vaughn Clark suggested it be noted the Treasurer serves as the Chair of the Finance Committee.

Motion made by Anthony Stafford to approve the revisions to the OPSR Bylaws with the following amendments: make Treasurer the Chair of the Finance Committee; 7.3 – add “With approval by Board Chair,” at the beginning of the clause; 7.4 – add “Chair” after The Board so the new clause reads The Board Chair may create such other advisory, administrative or special function committees as needed; 8.3 – add designated sponsoring state agency and remove OKDHS; 7.1 – add ,Finance Committee included, after committees and before as. The motion was seconded by Ryan Posey. The motion passed by acclamation.

***OPSR Board Agenda**

The following items will be discussed at the next Board meeting: Board Chairperson comments, annual budget, annual report, legislative mandates, executive committee retreat review, community assessment/survey, bylaws revisions, announcements, and executive director report.

Motion made by Vaughn Clark, seconded by Anthony Stafford to approve the agenda for the next OPSR Board Meeting. The motion passed by acclamation.

Executive Director’s Report

Debra had no additional items to report.

Chairperson’s Comments

No comments

Announcements

The Early Childhood Research Symposium will be January 24-25, 2018 at the University of Central Oklahoma.

Adjournment

The meeting adjourned at 1:40 p.m.

Next Meeting

The next meeting has been scheduled for Thursday, November 16, 2017 at Smart Start Oklahoma, 421 NW 13th, Oklahoma City, Oklahoma 73103 at 12:00 p.m.