

Project: SAFE

Regular Meeting of the Board of Directors
Tuesday, May 21, 2024 @ 6:00 P.M.
Project Safe, Inc. Administrative Office
313 N. Union, Shawnee, OK 74801

MINUTES

1.	Call to Order. Meeting called to order at 6:28 PM by Carolyn Parks.	Carolyn Parks President
2.	Roll Call and Declaration of Quorum. Carolyn Parks, Margaret Davis, Tracy Trussell, Kellie Clay, and Robbie Foxx were present. Chance Allison and Sara Linneen were not present. Quorum was met. Also in attendance was Renée Clemmons, Executive Director.	Carolyn Parks President
3.	Discussion and possible approval of Board Minutes for the Regular Board Meeting on April 16, 2024. Margaret Davis motioned to approve the Board Minutes for the Regular Board Meeting on April 16, 2024. Kellie Clay seconded; the motion passed unanimously.	Carolyn Parks President
4.	Discussion and possible approval of Finance Committee Minutes for the Finance Committee Meeting on April 12, 2024. Tracy Trussell motioned to approve the Finance Committee Meeting Minutes on April 12, 2024. Robbie Foxx seconded; the motion passed unanimously.	Chance Allison Treasurer
5.	Discussion and possible approval of agency financials for March 2024. Margaret Davis motioned to approve the financials for March 2024 with adjusting journal entries recommended by the finance committee. Robbie Foxx seconded; the motion passed unanimously.	Chance Allison Treasurer
6.	Discussion and possible approval of 2022 & 2023 Annual Audit by Rose Rock CPAs. Tracy Trussell motioned to approve the 2022 & 2023 Annual Audit by Rose Rock CPAs, with Margaret Davis seconding, the motion passed unanimously.	Chance Allison Treasurer
7.	Discussion and possible approval of 2023 990 by Finley & Cook. Tracy Trussell motioned to approve the 2023 990 by Finley & Cook, with Kellie Clay seconding, the motion passed unanimously.	Chance Allison Treasurer
8.	Discussion and possible approval to authorize the Executive Director, Renée Clemmons, to transfer agency funds within internal agency accounts owned by Project Safe, Inc. Robbie Foxx motioned to authorize the Executive Director, Renée Clemmons, to transfer agency funds within internal agency accounts owned by Project Safe, Inc. Margaret Davis seconded the motion, it passed unanimously.	Chance Allison Treasurer
9.	Discussion of new GuideOne Commercial Liability and D&O Insurance policy totaling \$22,247.00. Discussion only, no action taken.	Renée Clemmons Exec. Director
10.	Discussion and possible approval of updated Project Safe Organizational Chart. Kellie Clay motioned to approve the updated Project Safe Organizational Chart with Robbie Foxx seconding, the motion passed unanimously.	Renée Clemmons Exec. Director
11.	Discussion and possible approval of amendments to Project Safe, Inc. By-Laws. Kellie Clay motioned to defer with Margaret Davis seconding, the motion passed unanimously.	Renée Clemmons Exec. Director

*Next Regular Board Meeting: Tuesday, June 18, 2024 @ 6pm.

12.	Discussion and possible approval of 2023 Project Safe Annual Report. Kellie clay motioned to approve the 2023 Project Safe Annual Report with recommended changes. Tracy Trussell seconded the motion, it passed unanimously.	Renée Clemmons Exec. Director
13.	Discussion and possible approval of lease renewal at 678 W. Kickapoo Spur, Ste. B, Shawnee, OK with M & A Property Management. Margaret Davis motioned to approve the lease renewal at 678 W. Kickapoo Spur, Ste. B, Shawnee, OK with M & A Property Management. Kellie Clay seconded, and the motion passed with Carolyn Parks abstaining.	Renée Clemmons Exec. Director
14.	Discussion and possible approval to amend Project Safe, Inc. Articles of Incorporation. Robbie Foxx motioned to amend the Articles of Incorporation for Project Safe, Inc. with Tracy Trussell seconding, the motion passed unanimously.	Renée Clemmons Exec. Director
15.	Discussion and possible approval to enter into executive session per Title 25 O.S., §307 (B)(4) for “Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.” Margaret Davis motioned to go into executive session per Title 25 O.S., §307 (B)(4) for “Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest” at 9:09 PM, inviting Renée Clemmons, Executive Director. Kellie Clay seconded the motion, it passed unanimously.	Carolyn Parks President
16.	Possible action taken as a result of matters discussed in executive session. Margaret Davis moved to come out of executive session at 9:23 PM with Robbie Foxx seconding, the motion passed unanimously. No action taken.	Carolyn Parks President
17.	Executive Report - Report below given by Renée Clemmons, no action taken. <ul style="list-style-type: none"> • Freedom House Report: Kitchen Remodel project still in progress. Will schedule Board and Auxiliary tour soon! • Main Office Report: New 2020 Honda Odyssey van purchased on 5/17! • Lincoln Co Office Report: Vehicle quotes for LC car • SANE Program Office Report: Updated client paperwork and medication list • Current Grants: Received JSL spring grant for \$1,000! Received \$50,000 Paul Milburn grant! • Funding Opportunities: United Way grant – waiting to hear about \$30,000 request. • Program/Survey Report: VOCA/FVPSA/TSA • Legislative Updates: OAG Funding Formula Committee, EVO Working Group • Upcoming Important Dates/Deadlines: Honey Do Auction, October 3rd @ 5:30 PM at the Grand Casino! • Board Development opportunities: Partner Conference on September 18-19th @ Embassy Suites in Norman. • Donations/Fundraising Update: 	Renée Clemmons Exec. Director
18.	New Business – “Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.” None.	Carolyn Parks President
19.	Adjournment. Tracy Trussell motioned to adjourn at 10:28 PM with Margaret Davis seconding, the motion passed unanimously.	Carolyn Parks President