

# Project: SAFE

Regular Meeting of the Board of Directors  
Tuesday, March 19, 2024 @ 6:00 P.M.  
Project Safe, Inc. Administrative Office  
313 N. Union, Shawnee, OK 74801

## MINUTES

1.	<b>Call to Order.</b> Meeting called to order at 6:31 PM by Carolyn Parks.	Carolyn Parks President
2.	<b>Roll Call and Declaration of Quorum.</b> Carolyn Parks, Margaret Davis, Chance Allison, Tracy Trussell, Sara Linneen, Kellie Clay, and Robbie Foxx were present. Quorum was met. Also in attendance was Renée Clemmons, Executive Director.	Carolyn Parks President
3.	<b>Discussion and possible approval of Board Minutes for the Regular Board Meeting on February 20, 2024.</b> Margaret Davis motioned to approve the Board Minutes for the Regular Board Meeting on February 20, 2024. Sara Linneen seconded, and the motion passed with Chance Allison abstaining.	Carolyn Parks President
4.	<b>Discussion and possible approval of Finance Committee Minutes for the Finance Committee Meeting on February 16, 2024.</b> Sara Linneen motioned to approve the Finance Committee Meeting Minutes on February 16, 2024. Tracy Trussell seconded, and the motion passed unanimously.	Chance Allison Treasurer
5.	<b>Discussion and possible approval of agency financials for January 2024.</b> Chance Allison motioned to defer the agency financials for January 2024 with Margaret Davis seconding, the motion passed unanimously.	Chance Allison Treasurer
6.	<b>New Business – “Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.”</b> Chance Allison motioned to move New Business to #6 and in lieu of #9, then 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 6:36 PM, inviting Renee Clemmons, Executive Director. Tracy Trussell seconded the motion, it passed unanimously.	Carolyn Parks President
7.	<b>Possible action taken as a result of matters discussed in executive session.</b> Margaret Davis moved to come out of executive session at 6:58 PM with Robbie Foxx seconding, the motion passed unanimously. Tracy Trussell motioned to obtain minimum of 2 quotes for building remediation to prepare a demand packet offer. Sara Linneen seconded the motion, it passed unanimously.	Carolyn Parks President
8.	<b>Discussion and possible action regarding Project Safe classification of Auxiliary expenditures.</b> Tracy Trussell motioned to have Renee obtain framework for existing Auxiliary groups or best practices for Auxiliary groups and email out to board members within 2-3 weeks. Chance Allison seconded the motion, it passed unanimously.	Renee Clemmons Exec. Director
9.	<b>Discussion and possible approval of 2021-22 and 2022-23 audit drafts from Rose Rock CPAs.</b> Margaret Davis motioned to approve the combined 2021-2023 audit draft from Rose Rock CPAs with reclassifications made by Chance Allison. Robbie Foxx seconded the motion, it passed unanimously.	Chance Allison Treasurer

\*Next Regular Board Meeting: Tuesday, April 16, 2024 @ 6pm.

10.	<p><b>Discussion and possible approval to obtain 3 quotes for a newer model 6-7 passenger vehicle for Pottawatomie County office.</b>  Robbie Foxx motioned for Renee Clemmons to purchase a vehicle for the Pottawatomie County office with purchase price in line with current value of vehicle totaling up to \$36,000 including tag, title, and tax. Sara Linneen seconded the motion, it passed unanimously.</p>	Renee Clemmons Exec. Director
11.	<p><b>Discussion and possible action regarding roof litigation case, Project Safe, Inc., v. Philadelphia Indemnity Insurance Company, Case No. CIV-23-01112-JD.</b>  No action taken.</p>	Renee Clemmons Exec. Director
12.	<p><b>Discussion and possible approval to obtain 2-3 quotes for Commercial Liability Insurance and D&amp;O Insurance policies.</b>  Margaret Davis motioned for Renee Clemmons to obtain 3 quotes for Commercial Liability Insurance and D&amp;O Insurance policies as soon as possible. Sara Linneen seconded the motion, it passed unanimously.</p>	Renee Clemmons Exec. Director
13.	<p><b>Discussion and possible approval of amendments to Project Safe, Inc. By-Laws.</b>  Sara Linneen motioned to defer and Chance seconded, the motion passed unanimously.</p>	Renee Clemmons Exec. Director
14.	<p><b>Executive Report - Report below given by Renée Clemmons, no action taken.</b></p> <ul style="list-style-type: none"> <li>• Freedom House Report: Kitchen Remodel halfway completed.</li> <li>• Main Office Report: Hired new Domestic Violence Advocate starting on April 1<sup>st</sup>. Roof litigation update. Agency van's transmission is out.</li> <li>• Lincoln Co Office Report: Vehicle search starting next week.</li> <li>• SANE Program Office Report:</li> <li>• Current Grants: VOCA Submitted on March 1<sup>st</sup>.</li> <li>• Funding Opportunities: United Way due March 31<sup>st</sup>.</li> <li>• Program/Survey Report: VOCA/Tribal Set-Aside/VAWA/FVPSA reports</li> <li>• Committee Updates: OAG Funding Formula Committee, EVO Working Group</li> <li>• Upcoming Important Dates/Deadlines: May 3<sup>rd</sup> @ 5:30 Chandler Bell Cow Boil Crawfish Festival. Kiwanis Pancake Day, Wed, April 3<sup>rd</sup>.</li> <li>• Board Development opportunities:</li> <li>• Donations/Fundraising Update:</li> </ul>	Renee Clemmons Exec. Director
15.	<p><b>Adjournment.</b>  Sara Linneen motioned to adjourn at 9:16 PM with Tracy Trussell seconding, the motion passed unanimously.</p>	Carolyn Parks President

Mission Statement: To provide advocacy for Safety, Empowerment, Healing and Freedom from abuse.

Vision Statement: To advocate for victims of abuse, to raise awareness of violence, empower survivors, and create a community that stands against domestic violence, sexual assault, stalking, and dating violence.

Core Values: Integrity, Respect, Stewardship, Partnership, and Empowerment, which encompass the core statement that "All persons have the right to live without fear, abuse, oppression and violence."