

## Project: SAFE

Regular Meeting of the Board of Directors  
Tuesday, February 20, 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 6:21 PM by Carolyn Parks.	Carolyn Parks President
2.	<b>Roll Call and Declaration of Quorum.</b> Carolyn Parks, Margaret Davis, Sara Linneen, Tracy Trussell, Kellie Clay, and Robbie Foxx were present. Chance Allison was not 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 January 30, 2024.</b> Margaret Davis motioned to approve the Board Minutes for the Regular Board Meeting on January 30, 2024. Tracy Trussell seconded, and the motion passed unanimously.	Carolyn Parks President
4.	<b>Discussion and possible approval of Finance Committee Minutes for the Finance Committee Meeting on January 12, 2024.</b> Sara Linneen motioned to approve the Finance Committee Meeting Minutes on January 12, 2024, with agenda numbering changes. Robbie Foxx seconded, and the motion passed unanimously.	Chance Allison Treasurer
5.	<b>Discussion and possible approval of agency financials for October, November, and December 2023.</b> Renee Clemmons reported that the Finance Committee reviewed and approved the financials on February 20 <sup>th</sup> , with the adjusting entries that have been made as directed. Tracy Trussell motioned to approve the agency financials for October, November, and December 2023 and Margaret Davis seconded the motion, it passed unanimously.	Chance Allison Treasurer
6.	<b>Discussion and possible approval of agency budget for 2023-24.</b> Robbie Foxx motioned to approve the agency budget for 2023-24. Margaret Davis seconded, and the motion passed unanimously.	Chance Allison Treasurer
7.	<b>Discussion and possible approval of OAG Addendum - Revised Contract for Domestic Violence and Sexual Assault Services for FY 2024 for \$191,817.18.</b> Sara Linneen motioned to approve the OAG Addendum - Revised Contract for Domestic Violence and Sexual Assault Services for FY 2024 for \$191,817.18 with Kellie Clay seconding, the motion passed unanimously.	Renee Clemmons Exec. Director
8.	<b>Discussion and possible approval of estimate for purchase and setup of 3 office desktop computers with 24" monitors from Tom Young for \$1800.</b> Margaret Davis motioned to approve the estimate for purchase and setup of 3 office desktop computers with 24" monitors from Tom Young for \$1800 with Robbie Foxx seconding, the motion passed unanimously.	Renee Clemmons Exec. Director
9.	<b>Discussion and possible approval to obtain 3 quotes for a newer model 6-7 passenger vehicle for Lincoln County office with a \$36,000 budget under the Tribal Set Aside grant.</b> Tracy Trussell motioned to approve the purchase of a 6-7 passenger vehicle up to \$36,000 pending Iowa Tribe approval, and purchase price in line with current value of vehicle per NADA including tag, title, and tax. Kellie Clay seconded the motion, it passed unanimously.	Renee Clemmons Exec. Director

\*Next Regular Board Meeting: Tuesday, March 19, 2024 @ 6pm.

10.	<b>Board Training: Board of Directors Summary of Duties.</b> Conducted. No action taken.	Renee Clemmons Exec. Director
11.	<b>Executive Report - Report below given by Renée Clemmons, no action taken.</b>  <ul style="list-style-type: none"> <li>• Freedom House Report: Kitchen Remodel starting soon!</li> <li>• Main Office Report: Vacancy for Domestic Violence Advocate, Roof litigation, Program Coordinator quarterly report, bathroom project</li> <li>• Lincoln Co Office Report: vehicle search</li> <li>• SANE Program Office Report: 23 SANEs in 2023, 4 in 2024</li> <li>• Current Grants: March 1<sup>st</sup> VOCA Due! United Way due March 31<sup>st</sup>.</li> <li>• Funding Opportunities: <ul style="list-style-type: none"> <li>• Program/Survey Report: VOCA/Tribal Set-Aside/VAWA/FVPSA reports</li> <li>• Committee Updates: OAG Funding Formula Committee, EVO Working Group</li> </ul> </li> <li>• Upcoming Important Dates/Deadlines: Helping Hands Celebration (Robbie!) on 3/5/24 from 4:30-6:30 pm at Tailored Events on Main Street; EVO Advocacy Day at the Capitol on 3/5/24, OKCNP Nonprofit Day on 3/7/24.</li> <li>• Board Development opportunities:</li> <li>• Donations/Fundraising Update: See 2023/24 report.</li> </ul>	Renee Clemmons Exec. Director
12.	<b>New Business – “Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.”</b> None.	Carolyn Parks President
13.	<b>Adjournment.</b> Tracy Trussell motioned to adjourn at 8:57 PM with Margaret Davis seconding, the motion passed unanimously.	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.”*