

Parent Promise Board of Directors Meeting January 26th, 2024

Board members in attendance were, Melanie Rughani, Susy Osborne, Veronica Regan, Kay Wetmore, Chris Harlan, Steve Commons and Michelle Edstrom. Representing Parent Promise was Executive Director, Chris Siemens, Finance Director, Larry Stephens, Program Manager, Shawna Norman and Children First Nurse Supervisor, Heather Ross.

The meeting was called to order at 12:03 pm with Melanie asking Kay to present the November board meeting minutes. Kay asked everyone if they had a chance to go over the minutes and if so, was there was anything that needed to be added. No one had anything to add so Veronica motioned the minutes be approved. Chris H. seconded the motion. The November 2023 minutes were approved.

Next, Melanie introduced Andrea Wallace and Dawn Watson to the group explaining they had been nominated for board membership. She asked both women to tell the group a little bit about themselves and why they wanted to join the board. After introductions and brief conversation on why they felt they would be a good fit at Parent Promise, the women were asked to step out of the meeting so the board could vote on their membership. Board members discussed the nominees and what they had to offer the organization. Once everyone had been heard, Melanie asked for a motion to admit Andrea Wallace to the board. Veronica motioned Andrea be accepted and Susy seconded. Andrea was approved as a new board member. Melanie asked for a motion to admit Dawn Watson to the board. Kay Wetmore motioned Dawn be accepted and Veronica seconded. Dawn was also approved as a new board member.

Melanie asked the women to come back to the meeting and everyone welcomed them to the board.

Larry Stephens was next on the agenda with his finance report. He went over all the highlights on his report and asked if anyone had any questions. No questions were heard. He continued by announcing the lease was up for Suite 200 at the Parent Promise offices. He told the board there was a 2.3% cost increase with the new lease but felt it was not out of line given the current economy. He went on to say he recommended we sign the new five-year lease. Melanie asked if the lease covered all utilities and Larry confirmed that the rent covered all costs except those we specifically request, for example, the remodeling we asked to be done to increase office space. Melanie told Larry to go ahead and sign the lease.

The "Mission Moment" was next and was presented by Samantha Stevens, a Parent Educator, with the Parents as Teachers program.

Next, Chris S. told the board Charlie Swinton wanted to ask Parent Promise to stand with him in support of Senate Bill 1924 which is the replacement bill for House Bill 1028 Parent Promise had previously agreed to support. The bill would prohibit use of corporal punishment on students with disabilities. Melanie asked for a motion to support Senate Bill 1924. Veronica motioned that we support the bill and Chris H. seconded the motion. The motion was passed.

Chris S. told the board Charlie had also informed her the Field of Flags would be erected this year by the Downtown OKC Exchange Club on Thursday, April 25th and taken down on Tuesday, April 30th. The field will be dedicated on the 29th. He is asking for board approval that Parent Promise' name be used in conjunction with this ceremony.

Chris S. went on to present the Community Relations Report in Raegan Mach's absence. She went over the report highlighting the donations and grants that have been received as well as those that had been denied. She also listed all the grants that Raegan would be applying for in the coming months. She also

mentioned that they were continually looking for new opportunities they could apply for.

Chris S. also reminded the board that Parent Promise would be holding a Lunch and Learn for Planned Giving February 16th at noon and asked the members to please invite anyone they thought might benefit from this presentation.

She also reminded the board about the Chicken N' Pickle Fundraiser to be held on Tuesday, March 26.

Shawna was next with the Program Report. She went over each of the home visiting programs highlighting the completed visit numbers and letting the board know that the quantity of in person visits are slowly coming back up. She also mentioned that our Family Resource Center has had a major increase in the number of families it's served. She told the board Abigail, our Family Resource Navigator, has been working hard in partnering with other local agencies who offer free resources to help serve the community and our enrolled families. She finished her report by saying Right Track referrals continue pour in, but she and the program supervisors have been diligent in keeping the waiting list as short as possible.

Next was the Children First Report (C1). Heather told the board they had been working hard on marketing the new C1 program and had held a Lunch and Learn at one of Mercy's OBGYN clinics in OKC. She went on to say that C1 had enrolled its first client on December 1st and all three Nurse Home Visitors had between 2 and 3 clients on their caseload. She said they would continue their aggressive marketing endeavors until each Nurse has a full caseload of 25 clients. She finished her report by letting the board know the first C1 site visit is Monday, April 1st. and that she and the nurses will be traveling to Colorado in May for a week long training.

The Executive Director's report was last on the agenda. Chris S. told the board that the "Know and Grow" survey she and Raegan had been working on for the Potts Foundation had closed on January 15th. She said the report is due to

Pott's on the 31st and they were currently working on getting it completed. She went on to say that our TANF funding is coming to an end in September and she is working on finding other sources to help fund the Exchange Parent Aid (EPA) and Healthy Families America (HFA) programs. She said she would be reaching out to the Reese Foundation for consideration and looking into any ARPA funding that might still be available.

Melanie asked if there was any other business that needed to be discussed. Nothing was mentioned so she adjourned the meeting at 1:13pm.