



**Ozark Opportunities, Inc.**  
Board of Directors Executive Committee Meeting Minutes  
June 25, 2019

**3 & 4. Finance Report:**

Shirley Richesin, CFO, presented to the Committee for their review, consideration and approval the Finance Report Packet including: Grant Period Expenditures Compared to Budget as of 5/31/19 for Community Service Block Grant, CSBG Discretionary, Healthy Families America, HEAP, Minor Grants, Head Start, Early Head Start, and ABC; Credit Card Statement Re-Cap May 2019 (credit card purchase documentation is present for inspection); verification of Payroll Taxes Report; Retirement Plan Recap. and balance sheet as of 6/22/19.

Ms. Richesin elaborated on the CSBG budget structure which entails two budget periods, October 1 – June 30 (end of state fiscal year) and July 1 – September 30 (end of federal fiscal year).

Ms. Richesin provided an update on the Agency Audit. The draft report was received 6/24/19. Finance staff review revealed some minor inaccuracies in the report, which were communicated with the audit firm today. The audit firm will submit the report electronically to state and federal offices; we will meet the state June 30 deadline.

- ❖ Gloria York moved to approve the Financial Report. Sandra Holt seconded. Motion carried unanimously.

**5. Employment Actions/Human Resources:**

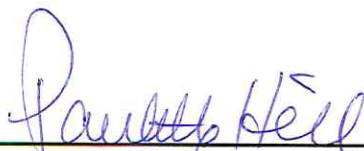
Jane Bueg, COO, provided the Committee with the Employment Actions for June 2019: one hire, two departures, and one transfer. Current vacancies are Teacher Assistant Harrison Head Start, Teacher Assistant Bruno-Pyatt Head Start, Teacher Assistant Mountain Home Head Start, Teachers (2) Clinton Early Head Start, Teacher Mountain Home ABC, and Community Services Family Development Worker (part-time). There are no policy revisions for review or action.

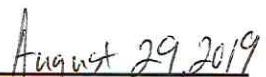
Ms. Bueg updated the committee on the disposal of three surplus vehicles. The highest bidders have been notified.

**6. Adjourn:**

- ❖ Gloria York moved to adjourn. Sandra Holt seconded. Motion carried unanimously. Meeting adjourned at 4:08 p.m.

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Board Officer

  
Date