

**Edmond Family Counseling is committed to strengthening families and our community by championing mental health through prevention, education, and counseling.**

**February Meeting Agenda**

MEETING DATE: **February 23, 2021 12:00 to 1:00 pm**

Therapist Showcase- Postponed Until March Meeting

If you would prefer to attend this meeting through Zoom, please contact Sheila Stinnett, EFC Executive Director, for meeting ID and password information prior to start of the meeting. Sheila’s email: [sstinnett@edmondfamily.org](mailto:sstinnett@edmondfamily.org) EFC phone #: 405-341-3554

1. Call to Order: President- Chris Budde

2. **Consent Agenda:** Remember anything in this section can be removed, discussed and voted on separately.

a. December Special Meeting Minutes

b. January Special Meeting Minutes

c. October Director’s Report (Summary of Director’s activities since last board mtg.)

d. November Director’s Report

e. December/January Director’s Report

f. February Director’s Report

g. October Administrative Manager’s Report (Summary of Administrative Manager’s activities since last board mtg.)

h. November Administrative Manager’s Report

i. December/January Administrative Manager’s Report

j. February Administrative Manager’s Report

k. September-January Statistical Report

l. Quarterly Reports for 1st Qtr. of FY ‘21

m. Quarterly Reports for 2nd Qtr. of FY’21

3. Old Business

a. COVID 19 Update

b. Possible consideration and vote to approve policy and procedure pertaining to the decommission of hardware and data destruction

c. Update on French Family Foundation grant

4. New Business

a. Discussion on CARC grant proposal

b. Update on 1st draw PPP loan

c. Possible consideration and vote to approve 2nd draw PPP loan if released from the SBA

d. Possible consideration and vote to approve FY’20 external financial audit

e. Notification that the annual ACQR was submitted to CARF

f. Update on agency weather closure

g. Possible consideration and vote to approve Oklahoma Center for Non-Profits membership renewal

5. Board Resources – Sheila Stinnett

a. Update on extension of virtual open meeting laws

b. Discussion about strategic planning

Legislative focus of the month- Kathy Matthews

6. Committee Reports:

a. Financial Committee

* September Treasurer’s Report
* October Treasurer’s Report
* November Treasurer’s Report
* December Treasurer’s Report
* January Treasurer’s Report

b. Hope for Families – Chris Budde

c. Fundraising- Sheila Stinnett

* Partnership with Oklahoma Public School Resource Center

d. Public Relations and Be Edmond- Sheila Stinnett

* Character Core Magazine article
* Update on speaker’s bureau presentations

e. Professional Development & Oversight Committee- Sarah Brown

7. New Business- (In accordance with the Open Meeting Act, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.)

8. Adjournment

**There will be no lunch provided for February 2021.**

**Please call 341-3554 & leave a message if you are unable to attend**

EFC Board Meeting agenda posted in the EFC lobby February 19, 2021