



city of muskogee FOUNDATION

MINUTES

OF THE CITY OF MUSKOGEE FOUNDATION BOARD MEETING HELD AT BANK OF OKLAHOMA SEVERS BUILDING 215 State Street, MUSKOGEE, OKLAHOMA ON JUNE 27, 2016

The City of Muskogee Foundation Board of Directors met at Bank of Oklahoma Severs Building, Muskogee, Oklahoma, on Monday, June 27, 2016.

I. The meeting was called to order by Chairman Earnie Gilder at 5:03 pm.

II. The roll call was as follows:

Directors Present: Marlon Coleman, Nancy Gaden, Earnie Gilder, Wayne Johnson, Daniel Miller, Leigh Ann Mathews, Roy Tucker, Leroy Walker, and Johni Wardwell.

Directors Absent: Keith Biglow, Bob Coburn, Tracy Hoos and Jay Updike.

Advisory Directors Present: Kim Lynch, DJ Thompson and Lisa Smith

Advisory Directors Absent: Scott Robinson

Others Present: Kari Blakley, Frank Merrick, and Sherrie Schroeder of Communities Foundation of Oklahoma/City of Muskogee Foundation; James Maddux of BancFirst; LeAnn Langston, Downtown Muskogee, Inc.; Suzanne Hughes, CASA; Harrison Grimwood, The Phoenix; Kimbra Scott, Muskogee Port Authority; John Newby, Muskogee Phoenix

Chairman Gilder noted that a quorum of the directors was present.

III. **Consideration of Approval of Minutes of the April 25, 2016 Board meeting.**

The minutes of the April 25, 2016 Board meeting were reviewed. Walker made a motion to approve the minutes. Miller seconded this motion and the motion passed by unanimous consent.

IV. **Review and consider for approval the Financial Statements**

Gaden reported on the financials of the City of Muskogee Foundation. The Foundation's total assets in May 2016 were \$137,231,975. Total liabilities were \$25,917,324. Unrestricted Trust Net Assets stayed the same at \$111,631,030. Total Revenues in May 2016 were \$991,979 and the total expenses were \$65,496 which brings the excess of revenues over expenses to \$926,484 for May 2016. Wardwell made a motion to approve the financials. Walker seconded this motion; motion passed by unanimous consent.

V. Chairman's Report

Chair Gilder introduced Lee Ann Langston with Downtown Muskogee, Inc. Langston gave a brief report on DMI and thanked the Foundation for its support. Downtown Muskogee, Inc. is an organization that assists the development of the downtown Muskogee business environment through economic development, events, activities and festivals.

VI. Committee Reports

A. Investment Committee

Frank Merrick reported the committee met earlier that day and reported that while the portfolio is down slightly, it is still in line with benchmarks. The committee discussed upcoming cash needs and reported that cash needed to pay upcoming grants and expenses will come from fixed income. The total value of the Foundation year to date is \$123,079,802.

B. PR and Marketing Committee

Kari Blakley provided a brief update on the public relations and marketing efforts of the Foundation then introduced John Newby to make a presentation on the partnership with the Foundation and the Muskogee Phoenix.

Blakley presented the proposed marketing and PR budget for 2016-2017 and outlined some of the changes to the new budget versus last year. Johnson made a motion to approve the 2016/17 PR and Marketing budget as presented by the committee. Wardwell seconded the motion; motion passed by unanimous consent.

C. Nominating Committee

Chair Mathews directed the members of the Board to the nominating slate on page 16 of the board book. Mathews stated that no new board members were being recommended as no current terms had expired and the slate of officers remained the same. Walker made a motion to accept the officer recommendations of the Nominating Committee and that Earnie Gilder be presented as the 2016/2017 Chair to Muskogee City Council. Wardwell seconded this motion. The motion passed by unanimous consent.

D. Economic Development Committee

Frank Merrick presented the following grants for approval on behalf of the Economic Development Committee.

1. CITY OF MUSKOGEE, Planning Grant for the Depot District Development Project, \$50,000.

Coleman made a motion to approve the committee's recommendation to grant \$50,000 to the City of Muskogee for the Depot District Development Project. Wardwell seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Johnson, Mathews, Miller, Walker, Wardwell

Nays:

Recusals: Tucker

The motion passed by majority vote.

2. **CITY OF MUSKOGEE, Downtown Loft Apartment Incentive Program, \$50,000**

Miller made a motion to approve the committee's recommendation to grant \$50,000 to the City of Muskogee for the Downtown Loft Apartment Incentive Program. Coleman seconded this motion. Below are the votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Johnson, Mathews, Miller, Walker, Wardwell

Nays:

Recusals: Tucker

The motion passed by a majority vote.

E. Education & Empowerment Committee

Chair Walker reported that the committee had met and felt like had done great work to enable him to present very solid recommendations to the Board today.

1. **BACONE COLLEGE, Greater Muskogee Broadcast Project, \$0.**

Walker made a motion to approve the committee's recommendation to not grant funds to the Greater Muskogee Broadcast Project. Wardwell seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Johnson, Mathews, Miller, Walker, Wardwell, Tucker

Nays:

Recusals:

The motion passed by majority vote.

2. **CITY OF MUSKOGEE, Parks and Recreation, Muskogee Teen Center, \$130,100**

Walker made a motion to approve the committee's recommendation to grant \$130,100 to the City of Muskogee, Parks and Recreation Department, Muskogee Teen Center. Wardwell seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Johnson, Mathews, Miller, Walker, Wardwell

Nays:

Recusals: Tucker

The motion passed by unanimous consent.

3. **MUSKOGEE ALUMNI BAND, Band Instruments for Low Income Students, \$30,000**

Walker made a motion to approve the committee's recommendation to grant \$30,000 to the Muskogee Alumni Band, Band Instruments for Low Income Students program. Gaden seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker

Nays:

Recusals: Johnson

The motion passed by unanimous consent.

4. **MUSKOGEE PUBLIC SCHOOLS, One Team One Vision One Community, \$426,000.**

Walker made a motion to approve the committee's recommendation to grant \$426,000 to Muskogee Public Schools, One Team One Vision One Community. Miller seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker

Nays:

Recusals: Johnson

The motion passed by unanimous consent.

5. **MUSKOGEE PUBLIC SCHOOLS, Teach for America, \$20,000**
Walker made a motion to approve the committee's recommendation to grant \$20,000 to the Muskogee Public Schools for the Teach for America program. Miller seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker
Nays:
Recusals: Johnson
The motion passed by majority vote.
6. **NEIGHBORS BUILDING NEIGHBORHOODS, Dream Team Programs at the MLK Community Center, \$363,272**
Walker made a motion to approve the committee's recommendation to grant \$363,272 to Neighbors Building Neighborhoods for Dream Team Programs at the MLK Community Center. Johnson seconded this motion. Below are the individual votes of the Board Members:
Ayes Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals:
The motion passed by majority vote.
7. **NEIGHBORS BUILDING NEIGHBORHOODS, Program Manager, \$60,788**
Walker made a motion to approve the committee's recommendation to grant \$60,788 to Neighbors Building Neighborhoods for the Program Manager. Coleman seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals:
The motion passed by unanimous consent.
8. **NONPROFIT RESOURCE CENTER, Capacity Building for CoMF Grantees, \$30,000.**
Walker made a motion to approve the committee's recommendation to grant up to \$30,000 to the Nonprofit Resource Center for Capacity Building for CoMF Grantees. Miller seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals:
The motion passed by unanimous consent.
9. **NONPROFIT RESOURCE CENTER, Resource Development, \$68,492.**
Walker made a motion to approve the committee's recommendation to grant \$68,492 to Neighbors Building Neighborhoods for the Resource Development Program. Wardwell seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals:
The motion passed by unanimous consent.
10. **OKLAHOMA ARTS INSTITUTE, Recruitment and Scholarships for Muskogee Students and Educators, \$0.**
Walker made a motion to approve the committee's recommendation to not grant funds to the the Oklahoma Arts Institute for Recruitment and Scholarships for Muskogee Students and

Educators. Wardwell seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

The motion passed by unanimous consent.

F. Health & Wellness Committee

Kari Blakley presented the following grants on behalf of the Health and Wellness Committee.

1. CAMP GREY SQUIRREL, Therapeutic Camps for Muskogee Residents, \$30,000.

Walker made a motion to approve the committee's recommendation to grant up to \$30,000 to Camp Grey Squirrel for Therapeutic Camps for Muskogee Residents. Wardwell seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

The motion passed by unanimous consent.

2. COURT APPOINTED SPECIAL ADVOCATES (CASA), Case Management Support, \$86,330.

Johnson made a motion to approve the committee's recommendation to grant \$86,330 to CASA for Case Management Support. Gaden seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals: Miller

The motion passed by majority vote.

3. GOSPEL RESCUE MISSION, Capital/Construction Planning Grant, \$10,000

Wardwell made a motion to approve the committee's recommendation to grant \$10,000 Gospel Resuce Mission for the Captial/Construction Planning Grant. Walker seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

4. GREEN COUNTRY BEHAVIORAL HEALTH, Mental Health Crisis Stabilization Unit Upgrade Project, \$41,749

Wardwell made a motion to approve the committee's recommendation to grant \$41,749 to Green Country Behavioral Health for the Mental Health Crisis Stabilization Unit Upgrade Project. Miller seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

5. KELLY B. TODD CEREBRAL PALSY and NEURO MUSULAR FOUNDATION, Full-Time Occupational Therapist Position, \$80,000.

Wardwell made a motion to approve the committee's recommendation to grant \$80,000 to Kelly B. Todd for a Full-Time Occupational Therapist. Miller seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson.

Nays:

Recusals:

The motion passed by unanimous consent.

6. **HEARTLINE, 24/7 Crisis and Information Muskogee Services, \$3,500**

Walker made a motion to approve the committee's recommendation to grant \$3,500 to Heartline for the 24/7 Crisis and Information Muskogee Services. Gaden seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

7. **KIDS' SPACE, Children's Prevention Education, \$30,000.**

Mathews made a motion to table the vote to approve the committee's recommendation to grant \$47,600 to Kids' Space for the Children's Prevention and Education Program until the August 2016 board meeting, pending receipt of the 2015 Audit. Tucker seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson.

Nays:

Recusals:

The motion passed by unanimous consent.

8. **KIDS' SPACE, Building Repair & Restoration Project, \$180,000.**

Mathews made a motion to table the vote to approve the committee's recommendation to grant \$180,000 to Kids' Space for the Building Repair & Restoration Project until the August 2015 board meeting, pending receipt of the 2015 audit. Tucker seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

The motion passed by unanimous consent.

9. **MUSKOGEE ROLLIN RAIDERS, Equipment Upgrades and Supplies, \$7,169.**

Miller made a motion to approve the committee's recommendation to grant \$7,169 to Muskogee Rollin Raiders (NBN as fiscal agent) for Equipment Upgrades & Supplies. Wardwell seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

The motion passed by unanimous consent.

10. **NEIGHBORS BUILDING NEIGHBORHOODS, Building Bridges for the Future of Muskogee, \$319,075.**

Coleman made a motion to approve the committee's recommendation to grant up to \$319,075 to Neighbors Building Neighborhoods for the Building Bridges for a Better Muskogee Program for 2016 with an additional commitment of \$324,319 in 2017; \$336,344 in 2018; \$348,971 in 2019; and \$362,230 in 2020 for a total of \$1,690,939 payable over five (5) years. Walker seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gilder, Mathews, Miller, Walker, Wardwell, Tucker.

Nays:

Recusals: Gaden, Johnson

The motion passed by unanimous consent.

11. **SAC Nutrition, SAC Nutrition Meals on the Go Project, \$180,000.**

Wardwell made a motion to approve the committee's recommendation to grant up to \$180,000 to SAC Nutrition (NBN as fiscal agent) for the SAC Nutrition Meals on the Go Project. Miller seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

The motion passed by unanimous consent.

11. **WOMEN IN SAFE HOMES (WISH), WISH Counseling Program, \$49,295**

Gaden made a motion to approve the committee's recommendation to grant \$49,295 to Women in Safe Homes (WISH) for the WISH Counseling Program. Johnson seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Johnson

Nays:

Recusals: Tucker

The motion passed by unanimous consent.

G. Quality of Life Committee

Chair Wardwell reported that the committee had met earlier in the month to finalize recommendations for grants to be presented today. Wardwell also thanked each member of the committee.

1. **CITY OF MUSKOGEE, CITY ATTORNEY'S OFFICE, Adult and Juvenile Offender Program, \$86,806.**

Wardwell made a motion to approve the committee's recommendation to grant \$86,806 to the City of Muskogee for the Adult and Juvenile Offender Program. Miller seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Johnson

Nays:

Recusals: Tucker

The motion passed by majority.

2. **CITY OF MUSKOGEE, Housing Rehabilitation Program, \$300,000.**

Wardwell made a motion to approve the committee's recommendation to grant up to \$300,000 to the City of Muskogee for the Housing Rehabilitation Program. Johnson seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Johnson

Nays:

Recusals: Tucker

The motion passed by majority.

3. **CITY OF MUSKOGEE, Centennial Trail Hatbox Loop, \$100,000.**

Wardwell made a motion to approve the committee's recommendation to grant \$100,000 to the City of Muskogee for the Centennial Trail Hatbox Loop. Walker seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Johnson

Nays:

Recusals: Tucker

The motion passed by majority.

4. **CITY OF MUSKOGEE, Spaulding Park Tennis Court Renovation, \$30,000**
Wardwell made a motion to approve the committee's recommendation to grant \$30,000 to the City of Muskogee for the Spaulding Park Tennis Court Renovation. Miller seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals: Tucker
The motion passed by majority.
5. **DOWNTOWN MUSKOGEE, INC., Downtown Renovation and Revitalization Program, \$50,000.**
Wardwell made a motion to approve the committee's recommendation to grant up to \$50,000 to Downtown Muskogee, Inc. for the Downtown Renovation and Revitalization Program. Tucker seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker.
Nays:
Recusals: Johnson
The motion passed by majority.
6. **FOUNDER'S PLACE HISTORICAL DISTRICT, Alice Robertson Home Restoration, \$0**
Wardwell made a motion to not grant funds to Founder's Place Historical District for the Alice Robertson Home Restoration. Walker seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals:
The motion passed by a majority.
7. **HOUSING AUTHORITY OF THE CITY OF MUSKOGEE, Whispering Pines Basketball Court Revitalization, \$20,000**
Wardwell made a motion to approve the committee's recommendation to grant \$20,000 to the Housing Authority of Muskogee for the Whispering Pines Basketball Court Revitalization. Coleman seconded this motion. Below are the individual votes of the Board Members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals:
The motion passed by majority.
8. **MUSKOGEE CITY COUNTY E911 TRUST AUTHORITY, 911 Technology Replacement, \$24,404**
Wardwell made a motion to approve the committee's recommendation to grant \$24,404 to Muskogee City County E911 Trust Authority for 911 Technology Replacement. Johnson seconded this motion. Below are the individual votes of the Board members:
Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson
Nays:
Recusals:
The motion passed by majority.

9. **MUSKOGEE WAR MEMORIAL/USS BATFISH, Protecting our Submarine-Cathodic Protection, \$51,500**

Wardwell made a motion to approve the committee's recommendation to grant \$51,500 to Muskogee War Memorial/USS Batfish for the Protecting our Submarine- Cathodic Protection project. Walker seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

10. **OKLAHOMA MUSIC HALL OF FAME, Operations, \$100,000**

Wardwell made a motion to approve the committee's recommendation to grant \$100,000 to the Oklahoma Music Hall of Fame for Operations. Walker seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson.

Nays:

Recusals: Gaden

The motion passed by majority.

11. **INCOR, Cycle Center, \$0**

Walker made a motion to not grant funds to INCOR for the Cycle Center. Miller seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson

Nays:

Recusals:

The motion passed by majority.

12. **VOLUNTEERS OF AMERICA, Payee Services - Muskogee Program, \$30,000.**

Wardwell made a motion to approve the committee's recommendation to grant \$30,000 to Volunteers of America for the Payee Services – Muskogee Program. Miller seconded this motion. Below are the individual votes of the Board Members:

Ayes: Coleman, Gaden, Gilder, Mathews, Miller, Walker, Wardwell, Tucker, Johnson.

Nays:

Recusals:

The motion passed by unanimous consent.

VII. Staff Report

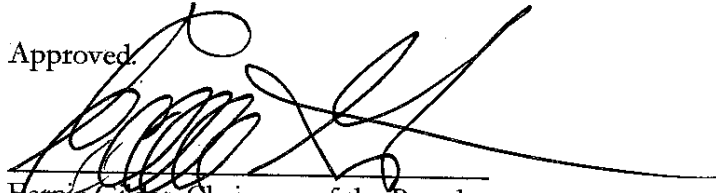
Frank Merrick thanked DJ Thompson for her service to the City of Muskogee Foundation and welcomed her as an Advisory Board Member. Merrick also reported that several candidates were being interviewed for the open Grants and Office Administrator position. The Foundation office will be staffed and remain functional until a new person is hired.

Kari Blakley invited all Board and Advisory Board members to site visits scheduled on July 12th. Specific details on the visits will be forwarded via email.

Blakley reported that the next board meeting is Monday, August 22, 2016 at the MLK Community Center. This meeting is where 2016 Summer Grant Letters of Inquiry will be recommended and considered for approval.

VIII. The meeting was adjourned at 6:30 pm.

Approved.



Harrie Gilder, Chairman of the Board



Kari Blakley, Assistant Secretary