



city of muskogee
FOUNDATION

MINUTES

OF THE CITY OF MUSKOGEE FOUNDATION BOARD MEETING HELD AT GREEN COUNTRY BEHAVIORAL HEALTH 619 N. MAIN ST., MUSKOGEE, OKLAHOMA ON DECEMBER 18, 2017

The City of Muskogee Foundation Board of Directors met at Green Country Behavioral Health, Muskogee, Oklahoma, on Monday, December 18, 2017.

I. The meeting was called to order by Chairman Earnie Gilder at 5:02 pm.

II. The roll call was as follows:

Directors Present: Patrick Cale, Bob Coburn, Nancy Gaden, Earnie Gilder, Dan Hall, Tracy Hoos, Daniel Miller, Mike Miller, Gary Parker, Jay Updike, Leroy Walker and Johni Wardwell.

Directors Absent: Keith Biglow.

Advisory Directors Present: Kim Lynch, D.J. Thompson and Scott Robinson

Advisory Directors Absent: Lisa Smith

Others Present: Kari Blakley, Frank Merrick, Sherrie Schroeder and Laura Wickizer of Communities Foundation of Oklahoma/City of Muskogee Foundation; Brad Zerger and James Maddux of BancFirst; Marie Synar of Muskogee Port Authority; DeWayne Smoot of Muskogee Phoenix; Jim Blair, Evelyn Hibbs, Sue Harris, Katey Sherrick, Oscar Ray, Max Boydston, Derick Gibson, C.H. Parker, Jermaine Mondaine, and John Newby of Oklahoma Music Hall of Fame; Joy Sloan of Green Country Behavioral Health.

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

III. **Consideration of Approval of Minutes of the October 23, 2017 Board meeting.**

The minutes of the October 23, 2017 Board meeting were reviewed. Walker made a motion to approve the minutes. Wardwell 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 November 2017 were \$147,910,323. Total liabilities were \$26,295,806. Unrestricted Trust Net Assets are \$115,960,210. Total Revenues in November 2017 were \$1,953,086 and the total expenses were \$74,629 which brings the excess of revenues over expenses to \$1,878,457 for November 2017.

Wardwell made a motion to approve the financials. Daniel Miller seconded this motion; motion passed by unanimous consent.

V. Chairman's Report

Chair Gilder introduced Joy Sloan of Green Country Behavioral Health who welcomed everyone to the main facility. Sloan discussed the outcomes and long-term benefits of the 2016 grant the Foundation awarded Green Country Behavioral Health for updating and improving the new crisis center west of town. With approximately 4,000 clients per year, at an average of a six-day length of stay, the clients are able to have a better quality of life with major improvements made to the bedrooms, dining room, and the addition of an updated camera system and 24 new cameras. Gilder thanked Sloan for her comments and invitation to meet at their facility any time.

VI. Committee Reports

A. Nominating Committee

Chair Gaden reported the committee met and made a recommendation for two new additional board members, terms starting in 2017, Perline Boyattia and Tim McElroy. Gaden also added the committee recommends approving three additional members to start in 2018 to replace outgoing members. The three new members beginning in August 2018 are Aaron George, James Gulley and Jerri Stoutermire who will be replacing Tracy Hoos, Jay Updike and Rev. Leroy Walker.

Chair Gaden recommended the board approve all five members to be recommended to City Council in January 2018 for final approval.

Coburn made a motion to approve the committee's recommendation of five new board members for a six-year term. Cale seconded the motion. The motion passed by unanimous consent.

B. Investment Committee

Chair Coburn reported the committee met earlier that day and asked Brad Zerger to make a full report. Zerger stated that the Foundation's portfolio has earned an 11% return year-to-date. Zerger reported that the committee continues to invest according to policy, the portfolio is well diversified and returns have been positive.

Chair Coburn presented the Investment committee's recommendation of a \$5M granting budget for 2018. This is an increase from last year's granting budget by \$1.5 M. Coburn explained that according to the schedule of commitments presented on pages 9 and 10, the grant budget was decided after reviewing the 2018 grant budget payables and non-budgeted payables.

Walker made a motion to approve the committee's recommendation of a granting budget of \$5M. Updike seconded the motion. The motion passed by a unanimous consent.

C. Economic Development Committee

Chair Updike recommended the board review and approve an out of cycle grant in the amount of \$1,000,000 to the Muskogee City-County Port Authority for 2018 Strategic Investment Program (SIP). Updike explained that this grant is a renewal of last year's 2017 SIP which runs out on 12/31/2017.

Cale made a motion to approve a grant for up to \$1,000,000 to the Muskogee City-County Port Authority to administer the SIP for January 1-December 31, 2018.

Coburn seconded the motion.

Below are the individual votes of the Board Members:

Cale, Coburn, Hall, Hoos, M. Miller, Parker, Updike, Walker, Wardwell.

Nays:

Recusals: Gaden, Gilder, D. Miller

The motion passed by unanimous consent.

Chair Updike recommended the board review and approve an out of cycle grant for \$195,373 to the Oklahoma Music Hall of Fame to administer the 2018 G-Fest music festival.

Updike welcomed Jim Blair of Oklahoma Music Hall of Fame and asked him to speak briefly of the plans for a scaled down version of the 2018 festival. Blair presented the board with the proposed plans and a budget. He added that if the Foundation grants this request it will help keep the G-Fest brand alive and viable for a future partner or owner to invest. Without the funds from the Foundation the brand would die. Walker asked what measures are in place to assure the Foundation that there are no over-expenditures and that the Oklahoma Music Hall of Fame stay within their proposed budget. Blair assured the board that the Oklahoma Music Hall of Fame will do everything in their power to remain within the proposed budget. Also, any future funding will be contingent upon the Oklahoma Music Hall of Fame remaining within the proposed budget.

Coburn made a motion to approve a grant for \$195,373 to the Oklahoma Music Hall of Fame to administer the 2018 G-Fest music festival.

Hall seconded the motion.

Below are the individual votes of the Board Members:

Ayes: Cale, Coburn, Gaden, Gilder, Hall, Hoos, D. Miller, M. Miller, Updike, Wardwell.

Nays: Walker

Recusals:

The motion passed by majority consent.

D. Education & Empowerment Committee

Chair Walker reported that the committee did not meet this month but are preparing for January's meeting to evaluate 2018 Summer LOI's. He also noted the summer program committee has been working hard to finalize a budget for a request to fill the needs with our summer grantees to be even more successful.

E. Health & Wellness Committee

Chair Hoos reported that the committee had a good site visit at SAC Nutrition. The committee will meet again in January.

F. Quality of Life Committee

Chair Wardwell reported that the committee did not meet but had a site visit and are in the process of evaluating the 2018 summer grant applications.

G. Marketing & PR Committee

Laura Wickizer reported the Committee has released the latest PR & Marketing video focusing on our Health & Wellness committee. She directed everyone to the homepage where our marketing videos live.

I. Staff Report

Laura Wickizer recommended the board review and approve the proposed 2018 City of Muskogee Foundation board meeting schedule on page 17 of their board book.

Miller made a motion to approve the 2018 City of Muskogee Foundation board meeting schedule.

Walker seconded the motion. The motion passed by unanimous consent.

The next board meeting location was announced, March 26, 2018 at 3:30 pm at the Roxy Theater.

II. The meeting was adjourned at 6:18 pm.

Approved:



Earnie Guider, Chairman of the Board



Laura Wickizer, Assistant Secretary