city of muskogee FOUNDATION

MINUTES

CITY OF MUSKOGEE FOUNDATION BOARD MEETING
120 N. 3RD Street, Muskogee, OK 74401
ZOOM MEETING:
1-346-248-7799; Meeting ID: 832 5758 6073
March 22, 2021, 3:30 pm

The City of Muskogee Foundation Board of Directors met at the Foundation offices on Monday, March 22, 2021.

I. The meeting was called to order by Chairman Wren Stratton at 3:30 pm.

II. The roll call was as follows:

Directors Present:	The following directors were present in person: Eric Anderson, Perline Boyattia-Craig, Marlon Coleman, Earnie Gilder, James Gulley, Evelyn Hibbs, Mike Miller, Dan Morris, Ann Barker Ong, Wren Stratton, Tammy Toombs and Ivory Vann. Directors present via Zoom were: John Barton.
Directors Absent:	Aaron George and Jerri Stoutermire.
Advisory Directors Present:	Jenny Jamison, Kim Lynch, Scott Robinson and Angela Wilson.
Advisory Directors Absent:	
Others Present:	Kari Blakley, Frank Merrick, Laura Wickizer and Sherrie Schroeder of Foundation Management Inc./City of Muskogee Foundation; DeWayne Smoot of Muskogee Phoenix; Marie Synar and Kimbra Scott of Muskogee City-County Port Authority; Treasure McKenzie of Muskogee Bridges Out of Poverty.

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

III. Consideration of Approval of Minutes of the December 21, 2020 Board Meeting
The minutes of the December 21, 2020 board meeting were reviewed. Gilder made a motion to approve the minutes. Hibbs seconded this motion and the motion passed by unanimous consent.

IV. Consideration of Approval of the Financial Statements
Anderson reported on the financials of the City of Muskogee Foundation. Total assets in November 2020 were $154,765,253 and total liabilities were $31,308,581. Trust Net Assets were $106,258,819. Total revenues in November 2020 were $10,901,141 and the total expenses were $60,383 resulting in an excess of revenues over expenses of $10,840,758.

Gilder made a motion to approve the financials. Morris seconded this motion; motion passed by unanimous consent.

V. Consent Agenda – A consent agenda was presented for approval;

Coleman made a motion to approve the consent agenda as presented. Gilder seconded the motion. The votes were as follows:

Ayes: Anderson, Barton, Boyattia-Craig, Coleman, Gilder, Gulley, Hibbs, Miller, Morris, Ong, Stratton, Toombs, Vann
Nays:
Recusals:

The motion passed by a majority vote. The approved consent agenda was as follows:

A. Education & Empowerment Committee ..... Aaron George, Chair

1. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$130,000** from **City of Muskogee** for ***Muskogee Teen Center program.***
2. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$20,000** from **Girl Scouts of Eastern Oklahoma** for ***Staff-Led Troops program.***
3. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$64,000** from **Hilldale Public Schools** for ***Building Consistency in Technology Instruction program.***
4. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$30,000** from **Muskogee Alumni Band** for ***Instruments for Low Income Students program.***
5. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$250,000** from **Muskogee Public Schools** for ***Every Heart, Every Mind, Every Day, The Muskogee Way! Phase 2 program.***
6. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$50,000** from **Neighbors Building Neighborhoods** for ***Nonprofit Resource Development program.***
7. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$350,000** from **Neighbors Building Neighborhoods** for ***Martin Luther King Jr. Community Center Dream Team Youth Programs.***
8. The Education and Empowerment Committee recommends requesting a 2021 grant application in the amount of **$36,302** from **Neighbors Building Neighborhoods** for ***Program Manager position.***

B. Health & Wellness Committee ..... Dan Morris, Chair

1. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$2,000,000** from **Bridges Out of Poverty** for ***Muskogee Bridges Out of Poverty program.***
2. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$110,920** from **CASA for Children, Inc.** for ***CASA for Children program.***
3. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$256,800** from **Eastern Oklahoma Development District (EODD)** for ***Momma C's Meals on the Go program.***
4. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$50,000** from **Gospel Rescue Mission** for ***Gospel Rescue Mission GROW program.***

5. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$45,000** from **Kelly B. Todd Cerebral Palsy and Neuro-Muscular Foundation** for ***Kelly B. Todd Therapy Center- Operational Growth Funding program.***
6. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$32,000** from **Kids' Space Muskogee Co. Child Advocacy Center** for ***Child Abuse Awareness Education program.***
7. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$80,000** from **Kids' Space Muskogee Co. Child Advocacy Center** for ***Trauma Focused Therapy program.***
8. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$5,000** from **No Speed Limit** for ***No Speed Limit program.***
9. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$18,000** from **OSU- High Obesity Program (HOP)** for ***"Head Start" on Nutrition program.***
10. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$10,000** from **RISE** for ***Residential Services to Adolescent Sex Trafficking Survivors program.***
11. The Health & Wellness Committee recommends requesting a 2021 grant application in the amount of **$7,000** from **Women Who Care** for ***Women Who Care program.***

The Health & Wellness Committee recommends NOT requesting a 2021 grant application from the following organizations and programs:

1. American Red Cross for the *Home Fire Assistance program.*
2. American Red Cross for the *Blood Saves Lives program.*
3. Bridges Out of Poverty for the *Muskogee Public Guardian Ad Litem Service program.*
4. Green Country Behavioral Health for the *GCBHS Integrated Health Center project.*
5. Neighbors Building Neighborhoods for the *COVID Relief Food Box Distribution program.*
6. Oklahoma Caring Foundation for the *Oklahoma Caring Van program.*
7. Oklahoma Dental Foundation for the *Serving the Oral Health Needs of Veterans in Muskogee program.*

C. Quality of Life Committee .....Ann Barker-Ong, Chair

1. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$300,000** from **City of Muskogee** for ***Demolition and Clean-Up Program.***
2. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$115,000** from **City of Muskogee** for ***Love-Hatbox Baseball Complex Improvements.***
3. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$350,000** from **City of Muskogee** for ***Muskogee Downtown Revitalization Program.***
4. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$200,649** from **City of Muskogee** for ***Armored Emergency Rescue Vehicle.***
5. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$100,000** from **City of Muskogee** for ***Adult & Juvenile Community Service Program.***
6. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$45,000** from **Fostering Hope** for ***Fostering Change Program.***
7. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$5,400** from **Fur Babies Adoptions & Rescue** for ***Spay & Neuter Clinic Program.***

8. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$10,000** from **Muskogee Area Arts Council** for ***Localmotion: Depot District Arts Festival Program.***
9. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$5,000** from **Muskogee Art Guild** for ***Depot Green Mural Program.***
10. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$100,000** from **Muskogee City-County Port Authority** for ***Three Forks Harbor Signage with Multipurpose Brick Entrance Project.***
11. The Quality of Life Committee recommends requesting a 2021 grant application in the amount of **$20,000** from **Volunteers of America** for ***Payee Services- Muskogee Program.***

The Quality of Life Committee recommends NOT requesting a 2021 grant application from the following organizations and programs:

1. City of Muskogee for the *Depot District Train Program.*
2. City of Muskogee for the *Mobile Stage Project.*
3. Main Street Muskogee, Inc. for the *Main Street Muskogee Program.*
4. Three Rivers Museum for the *Preservation and Painting Enhancements Program.*

Regular Agenda

VI. Financials

Anderson reported on the financials of the City of Muskogee Foundation. Total assets in February 2021 were $160,232,790 and total liabilities were $28,705,833. Trust Net Assets were $106,258,819. Total revenues in February 2021 were $3,845,165 and the total expenses were $62,277 resulting in an excess of revenues over expenses of $3,782,888.
Morris made a motion to approve the financials. Gilder seconded this motion; motion passed by unanimous consent.

VII. Chairman's Report

Stratton thanked the committee chairs and members for their time spent reviewing and recommending the 2021 LOI's.

VIII. Committee Reports

A. Economic Development Committee

Chair Gilder reported the committee met and recommended an out-of-cycle grant request for board approval from the Muskogee City-County Port Authority for $84,650 for the Strategic Investment Program (SIP) for Superior Graphics and Signs Expansion project that will be subject to the grant budget in 2021 in the amount of $27,000; 2022 in the amount of $30,500; 2023 in the amount of $24,400 and 2024 in the amount of $2,750. Boyattia-Craig made a motion to approve an out-of-cycle grant request in the amount of $10,000 to the Muskogee City-County Port Authority for the SIP for Superior Graphics and Signs Expansion project. Gulley seconded the motion. The motion passed by unanimous consent.

B. Education & Empowerment Committee

Merrick reported in George's absence and noted the committee met earlier with the summer grantees and finalized the recommended funding amounts for the 2021 summer grants.

C. Health & Wellness Committee

Chair Morris reported that the committee met and reviewed the 2021 LOI's that are on the agenda for approval.

D. Quality of Life Committee

Chair Ong reported that the committee met and reviewed the 2021 LOI's that are on the agenda for approval. Chair Ong recommended the board consider for approval the following individual 2021 Summer Grant recommendations:

1. **City of Muskogee/Parks & Recreation, Youth Volunteer Corps- 2021 Summer of Service program, $18,000.**
   Gilder made a motion to approve the committee's recommendation to grant $18,000 to the City of Muskogee/Parks & Recreation for the Youth Volunteer Corps- 2021 Summer of Service program. Gulley seconded this motion. Below are the individual votes of the Board Members:
   Ayes: Anderson, Barton, Boyattia-Craig, Coleman, Gilder, Gulley, Hibbs, Miller, Morris, Ong, Stratton, Toombs, Vann
   Nays:
   Recusals:
   The motion passed by a majority vote.

E. Investment Committee

Chair Gulley reported that the committee did not meet but received an emailed report from Brad Zerger outlining the portfolio performance. The portfolio continues to exceed the static benchmarks set by the committee and has outperformed in the stock portfolio.

IX. Staff Report

Wickizer reported there will be a special call board meeting on Monday, March 29, 2021 to finalize the remaining summer grant recommendations and the next board meeting will be held on Monday, April 26, 2021 at the City of Muskogee Foundation office or via Zoom.

The meeting was adjourned at 3:43 pm.

Approved:

Wren Stratton, Board Chair

Laura Wickizer, Acting Secretary