



MINUTES

CITY OF MUSKOGEE FOUNDATION BOARD MEETING

120 N. 3rd St., Muskogee, OK 74401

June 27, 2022, 3:30 pm

The City of Muskogee Foundation Board of Directors met at the City of Muskogee Foundation on Monday, June 27, 2022.

- 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, John Barton, Perline Boyattia-Craig, Marlon Coleman, Aaron George, Earnie Gilder, James Gulley, Evelyn Hibbs, Jenny Jamison, Ann Barker Ong, Jerri Stoutermire, Jennifer Swezey, Wren Stratton.

Directors Absent: Dan Morris, and Ivory Vann.

Advisory Directors Present: Kim Lynch and Kimbra Scott.

Advisory Directors Absent: Angela Wilson.

Others Present: Kari Blakley, Frank Merrick, Sherrie Schroeder, and Laura Wickizer of Foundation Management/City of Muskogee Foundation; Brad Zerger and Phillip Jennings of BancFirst; Darla Heller and Jeff Underwood of Muskogee City-County Port Authority,

Chairman Stratton noted that a quorum was present.

III. Minutes

A. Consideration of Approval of Minutes of the April 25, 2022, Board meeting

The minutes of the April 25, 2022, Board meeting were reviewed. Gilder made a motion to approve the minutes. Gulley seconded this motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

IV. Financials

A. Review and consider for approval the Financial Statements

Anderson reported on the financials of the City of Muskogee Foundation. The Foundation's total assets in May 2022 were \$155,745,573. Total liabilities were \$35,787,571. Unrestricted Trust Net Assets are \$125,749,742. Total Revenues in May 2022 were \$1,437,997 and the total

expenses were \$52,491 which brings the excess of revenues over expenses to \$1,385,505 for May 2022.

Gilder made a motion to approve the financials. Boyattia-Craig seconded this motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

B. Outstanding Grant Write-Off Amounts

Sherrie Schroeder presented the outstanding grant write-off amounts on page 10. Anderson made a motion to approve the grant write-offs. Barton seconded this motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

V. Chairman's Report

A. Chair Stratton provided an update on TIP Strategies, Inc. informing the board that a final report with actionable steps and projects will be released next month.

B. Chair Stratton recommends the board review and approve up to \$10,000 in funding for special project addressing food insecurity in Muskogee which is managed by the Muskogee Food Insecurity Task Force. Gulley made a motion to approve up to \$10,000 for the Muskogee Food Insecurity Task Force to manage and distribute as needed. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

VI. Committee Reports

A. Economic Development Committee

1. Chair Gilder reported the committee met earlier that day and recommends the board review and approve an out of cycle, multi-year grant, not subject to the grant budget up to **\$250,000** to the **Muskogee City-County Port Authority** for the ***Strategic Investment Program (SIP) for Employee Recruitment Incentive***. Gulley made a motion to approve the committee's recommendation to approve an out of cycle, multi-year grant, not subject to the grant budget up to **\$250,000** to the **Muskogee City-County Port Authority** for the ***SIP for Employee Recruitment Incentive***. Ong seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays: Morris

Recusals:

The motion passed.

B. Education & Empowerment Committee

Chair George presented the 2022 grants recommended for approval on behalf of the Education and Empowerment Committee.

1. **CITY OF MUSKOGEE, Muskogee Teen Center/Youth Volunteer Corps, \$150,000**

George made a motion to approve the committee's recommendation to grant up to \$150,000 to the City of Muskogee for the Muskogee Teen Center/Youth Volunteer Corps. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton.

Nays:

Recusals: Swezey

The motion passed.

2. **GIRL SCOUTS OF EASTERN OKLAHOMA, Girl Scouts of Eastern Oklahoma Staff Led Troops Program, \$2,000**

George made a motion to approve the committee's recommendation to grant up to \$2,000 to the Girl Scouts of Eastern Oklahoma for the Staff-Led Troops Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

3. **HILLDALE PUBLIC SCHOOLS, ALT ED- Adapting Learning & Transforming Educational Dialogue Program, \$24,000**

George made a motion to approve the committee's recommendation to grant up to \$24,000 to Hilldale Public Schools for the ALT ED- Adapting Learning & Transforming Educational Dialogue Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

4. **HILLDALE PUBLIC SCHOOLS, Middle School- Robots Building Leaders Program, \$30,000**

George made a motion to approve the committee's recommendation to grant up to \$30,000 to Hilldale Public Schools for the Middle School- Robots Building Leaders Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

5. **ICTC, Driving Simulator for CDL Training Program, \$60,000**

George made a motion to approve the committee's recommendation to grant up to \$60,000 to ICTC for the Driving Simulator for CDL Training Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

6. **Lake Area United Way, Dolly Parton Imagination Library Program, \$25,000**

George made a motion to approve the committee's recommendation to grant up to \$25,000 to Lake Area United Way for the Dolly Parton Imagination Library Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals: Jamison

The motion passed.

7. **MUSKOGEE PUBLIC SCHOOLS, Muskogee Public Schools 2022-2023 Programs including concurrent enrollment, rougher regimented academy, and summer band camp, \$175,000**

George made a motion to approve the committee's recommendation to grant up to \$175,000 to Muskogee Public Schools for the Muskogee Public Schools 2022-2023 Programs including concurrent enrollment, rougher regimented academy, and summer band camp. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

8. **NEIGHBORS BUILDING NEIGHBORHOODS, Nonprofit Resource Development Program, \$25,000**

George made a motion to approve the committee's recommendation to grant up to \$25,000 to Neighbors Building Neighborhoods for the Nonprofit Resource Development Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

9. **NEIGHBORS BUILDING NEIGHBORHOODS, Program Manager position, \$25,000**

George made a motion to approve the committee's recommendation to grant up to \$25,000 to the Neighbors Building Neighborhoods for Program Manager position. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

10. **NEIGHBORS BUILDING NEIGHBORHOODS, Dream Team Youth Programs, \$225,000**

George made a motion to approve the committee's recommendation to grant \$225,000 to the Neighbors Building Neighborhoods for Dream Team Youth programs. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

11. **THREE RIVERS MUSEUM, Muskogee Reads the Sesquicentennial Program, \$24,000**

George made a motion to approve the committee's recommendation to grant \$24,000 to the Three Rivers Museum for Muskogee Reads the Sesquicentennial Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays: Anderson

Recusals:

The motion passed.

C. Health & Wellness Committee

Chair Stratton presented the following grants for approval on behalf of the Health & Wellness Committee:

1. COURT APPOINTED SPECIAL ADVOCATES (CASA), CASA for Children, Inc., \$110,000

Stratton made a motion to approve the committee's recommendation to grant up to \$110,000 to CASA for CASA for Children, Inc. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

2. EASTERN OKLAHOMA DEVELOPMENT DISTRICT, Momma C's Meals on the Go 2022 Program, \$194,525

Stratton made a motion to approve the committee's recommendation to grant up to \$194,525 to Eastern Oklahoma Development District for Momma C's Meals on the Go 2022 Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

3. GREEN COUNTRY BEHAVIORAL HEALTH, Family Wellness Center, \$205,837

Stratton made a motion to approve the committee's recommendation to grant up to \$205,837 to Green Country Behavioral Health for Family Wellness Center. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

4. KELLY B. TODD CEREBRAL PALSY & NEURO MUSCULAR FOUNDATION, Operational Growth Funding Program, \$45,000

Stratton made a motion to approve the committee's recommendation to grant up to \$45,000 to Kelly B. Todd Cerebral Palsy & Neuro Muscular Foundation for the Operational Growth Funding Program. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

5. KIDS' SPACE, Child Abuse Awareness Education Program, \$32,000

Stratton made a motion to approve the committee's recommendation to grant up to \$32,000 to Kids' Space for Child Abuse Awareness Education Program. Gilder seconded the motion.

Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

6. **KIDS' SPACE, Trauma Focused Therapy Program, \$60,000**

Stratton made a motion to approve the committee's recommendation to grant up to \$60,000 to Kids' Space for Trauma Focused Therapy Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

7. **MCCOYS, Fill-a-Bag, Feed-a-Friend Program, \$0**

Stratton made a motion to approve the committee's recommendation to not grant funds to MCCOYS for the Fill-a-Bag, Feed-a-Friend Program. Gulley seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

8. **OKLAHOMA DENTAL FOUNDATION, Serving the Oral Health Needs of Underserved Individuals in Muskogee Program, \$30,000**

Stratton made a motion to approve the committee's recommendation to grant up to \$30,000 to Oklahoma Dental Foundation for Serving the Oral Health Needs of Underserved Individuals in Muskogee Program. Stoutermire seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

9. **WOMEN IN SAFE HOME, INC., WISH Counseling Program, \$68,400**

Stratton made a motion to approve the committee's recommendation to grant up to \$68,400 to Women In Safe Home, Inc. for WISH Counseling Program. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals: Hibbs

The motion passed.

D. Quality of Life Committee

Chair Ong presented the following grants for approval on behalf of the Quality of Life Committee:

1. **CITY OF MUSKOGEE, Muskogee Multi-Agency First Responder Radio Communication Program, \$0**

Ong made a motion to approve the committee's recommendation to not grant funds to City of Muskogee for the Muskogee Multi-Agency First Responder Radio Communication Program. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton.

Nays:

Recusals: Swezey

The motion passed.

2. **CITY OF MUSKOGEE- CITY ATTORNEY'S OFFICE, Adult and Juvenile Offender Community Service Program, \$80,000**

Ong made a motion to approve the committee's recommendation to grant up to \$80,000 to the City of Muskogee for the Adult and Juvenile Offender Community Service Program. Stoutermire seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton.

Nays:

Recusals: Swezey

The motion passed.

3. **CITY OF MUSKOGEE, Demolition and Clean-Up Program, \$0**

Ong made a motion to approve the committee's recommendation to not grant funds to the City of Muskogee for the Demolition and Clean-Up Program. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton.

Nays:

Recusals: Swezey

The motion passed.

4. **CITY OF MUSKOGEE, River Country Family Waterpark Project, \$500,000**

Ong made a motion to approve the committee's recommendation to grant up to \$500,000 payable over two years to the City of Muskogee for the River Country Family Waterpark Project. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton.

Nays:

Recusals: Swezey

The motion passed.

5. **CITY OF MUSKOGEE, Swim & Fitness Center Renovation Program, \$0**

Ong made a motion to approve the committee's recommendation to not grant funds to the City of Muskogee for the Swim & Fitness Center Renovation Program. Boyattia-Craig seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton.

Nays:

Recusals: Swezey

The motion passed.

6. **CITY OF MUSKOGEE, Portable Stage Project, \$50,000**

Ong made a motion to approve the committee's recommendation to grant up to \$50,000 to the City of Muskogee for the Portable Stage Project. Stratton seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton.

Nays:

Recusals: Swezey

The motion passed.

7. **MUSKOGEE COUNTY TRANSIT AUTHORITY, Intelligent Transportation System for Expanded Service and Improved Rider Experience Project, \$220,545**

Ong made a motion to approve the committee's recommendation to grant up to \$220,545 to the Muskogee County Transit Authority for the Intelligent Transportation System for Expanded Service and Improved Rider Experience Project. Hibbs seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays: Barton

Recusals:

The motion passed.

8. **VOLUNTEERS OF AMERICA, Volunteers of America (VOAOK) Payee Services – Muskogee Program, \$20,000**

Ong made a motion to approve the committee's recommendation to grant up to \$20,000 to Volunteers of America for the Volunteers of America (VOAOK) Payee Services – Muskogee Program. Gilder seconded the motion. Below are the individual votes of the Board Members:

Ayes: Anderson, Barton, Boyattia-Craig, George, Gilder, Gulley, Hibbs, Jamison, Ong, Stoutermire, Stratton, Swezey.

Nays:

Recusals:

The motion passed.

E. Investment Committee

Chair Gulley noted the committee met earlier that day and reviewed and recommended a grant to *Muskogee City County Port Authority* for the *SIP for the Employee Recruitment Project* that was approved in Economic Development committee. Gulley reported the committee reviewed the Foundation's portfolio and deferred to Zerger for additional updates. Zerger stated the portfolio balance as of June 27, 2022, was \$133,610,237, a 9.8% decline for the year. The static-weighted class benchmark was down 9% and the dynamic subclass benchmark was down 10.6%. The Foundation's equity portfolio underperformed its broad benchmark due to allocation to international stocks and small-and mid-cap U.S. stocks, which the fixed income portfolio's performance matched that of its benchmark.

VII. Staff Report

- A. Wickizer reported the next board meeting will be on Monday, August 22, 2022, at City of Muskogee Foundation, 120 N. 3rd St., Muskogee, OK 74401.

The meeting was adjourned at 4:20 pm.

Approved:

Wren Stratton, Board Chair

Laura Wickizer, Assistant Secretary