



MINUTES OF THE DVIS BOARD MEETING

April 24, 2018 @ 11:30 A.M.

DVIS Administration Building 3124 E. Apache St., 74110, Tulsa, Oklahoma

After determining that a quorum was established, Board President, Shiela Haynes, called the Board meeting to order at 11:32 A.M.

The agenda of the Board meeting was posted on the front door 24 hours in advance of today's meeting.

BOARD MEMBERS PRESENT:

Kendall Carpenter (2)	Drone Aviation Holding, Corp.	Adam Paluka (1)	EMSA
Erica Dorwart (2)	Frederick Dorwart, Lawyers	Mari Ramsey (0)	Williams Companies
Joel Harper (2)	University of Tulsa	Stacey Schmidt(2)	D&L Oil Tools, Inc.
Shiela Haynes (1)	Community Advocate	Jeff Snodgrass (0)	BOK Financial
Don Henderson (2)	Community Advocate	Jim Stephens (1)	JPS Real Estate
Jill Jones (2)	Tallgrass Technology Svc.	Kari Taylor (0)	Community Advocate
Barbara Knowlton (1)	Cherokee Nation Bus.	Susan Thomas (2)	Community Advocate
Darcey Moran (2)	Community Advocate	Stacy Tiger (1)	BOK Financial
Laura Nelson (4)	Nelson-Aaron, LLC		

BOARD MEMBERS NOT PRESENT:

Ann Lowry (2)	Accounting Principals		
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EMERITUS BOARD MEMBERS PRESENT:

Sharon Bertram	Compass Consulting		
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ALSO IN ATTENDANCE:

Damon Roberts	Associate Board President	Rhiannon Baker	LT Intern
Tracey Lyall	Chief Executive Officer	Debby Raskin	Chief Human Resources Officer
Joan Anderson	Chief Development Officer	Lindy Whorton	Chief Financial Officer
Carissa Bratschun	Chief Communications Off	Samantha Dunkin	Executive Assistant
Crystal Brill	VP, Children's Programs		

WELCOME & INTRODUCTIONS:

Board President, Shiela Haynes, welcomed all to the Board meeting. Mrs. Haynes commended members for writing thank you notes to DVIS staff and asked that members make sure each employee receives a note. Mrs. Haynes also distributed thank you cards for members to write acknowledgements to our donors.

Virginia Cohlmiha has informed DVIS that she is taking a short sabbatical from the Board of Directors for personal time and rest. She will re-visit returning by the beginning of the next Board year.

Tracey Lyall introduced speaker Ben Fu, candidate for Tulsa County District Attorney. Mr. Fu expressed his appreciation to DVIS for giving him time to speak. Mr. Fu noted he previously worked in the DA's office and remained six years longer than he intended due to the impact of handling his first rape case in association with that office. He discussed his goals for the DA's office, should he be the successful candidate.

MISSION MOMENT:

Crystal Brill, DVIS Vice President of Children's Programs, was introduced by Tracey Lyall. Crystal described the triangle concept used in therapy with younger children who are not yet able to completely express themselves. She explained the experience of a four-year-old child who had received counseling at DVIS. Crystal continued with a description of how older children express their trauma like a book, by using chapters to identify one stage at a time. She also shared an older child's story. Shiela Haynes noted that those stories offered a real emphasis to what occurs with the important work at DVIS.

CONSENT AGENDA:

MINUTES

- February 27, 2018 Board Meeting Minutes

POLICIES:

- Domestic Violence in the Workplace Policy
- Staff Qualification, Clinical Supervision
- Tobacco Free Services

MOTION:

A motion was made by Adam Paluka to **Approve the Consent Agenda Items**. The motion was seconded by Mari Ramsey. The motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT:

Tracey Lyall discussed the June Board meeting and employee picnic, advising that the past two years, Shiela and Ted Haynes were kind enough to host the event at their home, but this year DVIS will need to secure a location for the event. Damon Roberts suggested Centennial Park, as the Associate Board has partnered with this location throughout 2018. After some discussion, Tracey agreed that Centennial Park has an excellent space that will work well for the event.

Tracey reminded the board of the Inclusivity Training with Lynne Sprague on June 4-5, 2018. There will also be time Monday, June 4th from 11:30 A.M. – 1:30 P.M. reserved for meeting with Board members, if any are interested. Ms. Sprague includes basic concepts, demographics, barriers, needs and the unique nature of abusive relationships in order to improve the comfort level in talking about these situations, specifically for LGBTQ+ survivors.

The Tulsa Area United Way's tour of the Shelter was successful. Shiela Haynes was present for the tour and helped DVIS answer questions from the UW panel regarding our work.

Tracey expressed appreciation to everyone who provided financial support for child care for employees' children while school districts were closed during the walk-out period.

Tracey discussed her meeting with the Tulsa World editorial board regarding an editorial section in the newspaper, the increase in sexual assault walk-ins during the past year; April being Sexual Assault Awareness month; and noted that our emergency DV shelter is always at capacity, which coincides with what we are hearing from all area DV shelters. There was discussion regarding instances when DVIS unable to provide shelter and how we try to help in those situations.

GOVERNANCE COMMITTEE

Tracey noted that the governance committee is still searching for board nominees. There are already two nominees for the 2018-19 Board year, Damon Roberts and Roni Rierson. Also, Mari Ramsey clarified that she has reviewed the DVIS by-laws, and they allow a designated Past President to serve on the Board, which Don Henderson has agreed to do.

COMMITTEE REPORTS:

FUNDRAISING COMMITTEE/DEVELOPMENT REPORT:

Joan Anderson announced April is Volunteer Appreciation month and noted several highlights of upcoming DVIS volunteer opportunities such as painting/cleaning at Transitional Housing and shopping with clients. Joan invited the Board to participate or observe any of the upcoming events.

Mrs. Anderson discussed that the 2019 Monarch Ball and Best of Brunch are once again scheduled as Friday/Saturday back to back events on January 25-26, 2019. The theme of our Children's Program has inspired a Peter Pan theme where DVIS offers a Place of Hope and kids can be kids. Décor will be reminiscent of a Neverland Tree House. Joan displayed an idea board with an emerald green colorscape. Shiela noted the concept of the event space and decor will be really pretty.

Facility tours are still on set-schedule for Tuesdays and Thursdays. Exceptions to these times can be pre-arranged in addition to shelter tours if appropriate.

Tracey reviewed the Grant Status Report and noted there are three VOCA Grants that allowed DVIS to receive additional money and to make grant revisions to incorporate the increases. Joan advised

that the Chapman Foundation Grant was just awarded for \$60,000 over a period of three years and Lindy Whorton added that this grant award was increased.

Damon Roberts, Associate Board President invited the Board of Directors to attend the upcoming Spring Fling at Safe Housing on Sunday, May 20th from 2:00-5:00 P.M. Mr. Roberts highlighted the Knock Out Violence event and suggested Board members complete the home run pledge cards in support of the event.

As a member of Pi Kappa Alpha fraternity at Oklahoma State University, Mr. Roberts, along with Shawn Jackson of DVIS, are discussing plans with the University for Sexual Assault education utilizing the Coaching Boys into Men curriculum at the university.

COMMUNICATIONS & MARKETING REPORT:

Carissa Bratschun gave a synopsis of media reports throughout the last month and also provided marketing highlights. Ms. Bratschun thanked Jeff Snodgrass for assisting with the Annual Report and also the spring mail appeal being sent in time for Mothers' Day.

Ms. Bratschun advised that Shawn Jackson has implemented the Coaching Boys Into Men program for four Pop Warner football teams later this summer, as well as at Central High School and again at Bixby High School.

Carissa also reported that DVIS will be hosting a Kendra Gives Back event on May 8, 2018, from 5:00-7:00 P.M. at Utica Square. Everyone is asked to share this information via social media and to attend the event.

FINANCE COMMITTEE REPORT:

Joel Harper reported on the Operating Income and Expenses through March 31, 2018. He advised that the cash position at the end of the period decreased to \$382,791. This decrease was due to paying on the Line of Credit and payment of accounts payable and deferred revenue.

Mr. Harper noted that Capital Campaign pledge receivables totaled \$749,841 at March 31, 2018 and that construction in progress totaled \$114,619. He advised that as of March 31, 2018, DVIS maintained a balance of \$308,501 on the Hardesty PRI note for the Moran Family Counseling Center.

Mr. Harper noted that the finance committee reviewed the TCF Endowment Allocation information which compared the Passive Moderate Strategy versus the Moderate Strategy. After discussing the performance and the difference in equity funds allocation, he advised that the committee recommends moving to the Passive Moderate Strategy.

APPROVAL OF CURRENT FORM 990 (Vote Required)

Mr. Harper gave a brief review of the 990 tax form, which the Finance Committee had reviewed in detail. Mr. Harper stated the committee recommends approval of the June 30, 2017, 990 Tax Form.

MOTION:

A motion was made by Don Henderson to Approve the Current Form 990. The motion was seconded by Kendall Carpenter. The motion carried unanimously.

HUMAN RESOURCES COMMITTEE REPORT:

Debby Raskin was available if further attention to the Consent Agenda Item from the Human Resources Committee was needed. No further report was made.

PROGRAM COMMITTEE REPORT:

Program Chair, Mari Ramsey, was available if further attention to the Consent Agenda Items from the Program Committee was needed. No further report was made.

OTHER BUSINESS:

There was no other business discussed.

NEW BUSINESS:

There was no new business discussed.

ADJOURNMENT:

MOTION:

A motion to adjourn the meeting was made by Don Henderson. Jeff Snodgrass seconded the motion. The motion carried unanimously.

The board meeting was adjourned at approximately 12:28 P.M.

Minutes submitted by Samantha Dunkin, Executive Assistant.

Barbara Knowlton, Board Secretary