

**Agenda General Meeting  
Under The Canopy (UTC) Board  
July 30th, 2024 6:00 p.m.  
At 1110 S. Yale Ave, Tulsa OK**

Persons who require a special accommodation to participate in these meetings should contact the Under the Canopy offices, 1110 South Yale Avenue, Tulsa, Oklahoma, 74112, (918) 205-1193, or via Email: info@underthecanopy.org, as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Authority: Title 25 Oklahoma Statutes, Section 311.A.1.

Minutes taken by Kristin Miller, Operation Manager UTC

1. The meeting was called to order by:
2. Those Board members present:
  - a. Board member(s) not present with notified absence
  - b. Also present: Margaritte Arthrell-Knezek, Executive Director
  - c. Meet Kristin Miller our new Operation Manager.
3. **REMINDER:**
4. **FOR VOTE AND/OR APPROVAL** – These items are for consideration, discussion, and possible approval, denial, adoption, amendment, or revision:
  - a. Minutes from the July 16th 2024 meeting.
  - b. Adoption of the UTC Amended and restated Bylaws.
  - c. Adopt the Murrell Group Statement of Work for external Treasurer services.
  - d. Adopt the newly edited Procurement Policy.
  - e. Vote to approve the RFQ for 1 Architecture
  - f. Vote to approve working contract for Amber Gates.
  - g. Review and approval of CSP budget for grant money.
  - h. Treasurer/Financial report for April, May, June, 2024
5. **OLD BUSINESS:**
6. **REPORTS:** These items are for consideration, discussion, and possible approval, denial, adoption, amendment, or revision:
  - a. **Executive Director Report: Margaritte Arthrell-Knezek**
  - b. **Facilities Committee Report: Margaritte Arthrell-Knezek**
  - a. **Legal Committee Report: Patrick and Bret.**
    - i. Patrick will discuss the Oklahoma Open Records Act 51 OS 24A.1-24A.33 Bret will have information on Conflicts of Policy needed for charter school.

7. **DISCUSSION:** *Other than discussion, no action by the board will be taken.*

- a. TPS Charter school contract edits.
- b. Cellphone stipends for employees.
- c. Insurance for the Board
- d. Agenda dissemination procedure.

8. **NEW BUSINESS**

*New business is any matter not known about or which could not have been reasonably foreseen prior to the time of the posting of this agenda. 25 O.S. Subsection 311.A.10.*

9. **PUBLIC COMMENTS**

10. **ADJOURNMENT**

- a. The meeting was adjourned at:
- b. Regular Board meeting: August 20<sup>th</sup>, at 6:00