



BOARD OF TRUSTEES

OKLAHOMA EDUCATION ASSOCIATION OFFICES
323 EAST MADISON, OKLAHOMA CITY

FEBRUARY 4, 2010

1:00 P.M.

AGENDA

- | | | |
|-------|--|--|
| I. | Call to Order | Lela Odom, OETT Chair |
| II. | Approval of Minutes | Phil Berkenbile, OETT Secretary |
| III. | Evaluation of 2008 Phase II Grants to Schools & 2010 Sustaining Phase II Grants Recommendations | Gloria Hamlin, FMI Evaluation Associate |
| IV. | Finance/Investment Committee 4 th Quarter Investments | Bob Stafford, Chair Mike Dickinson & Brad Zerger BancFirst |
| | 4 th Quarter Financials | Sherrie Schroeder, CPA |
| | 2010 Spending Policy | Frank W. Merrick, President Foundation Management, Inc. |
| V. | Grants Committee K20 Center Professional Development: Phase I & II Reports | Steven Crawford, Grants Chair Gregg Garn, Director K20Center, OU Linda Atkinson Jean Cate & Sharon Wilbur Phase I Co-Directors Leslie Williams & Scott Charlson Phase II Co-Directors |
| | 2009 Grantee School Site Visits | Susie Graves, Executive Director Communities Foundation of Oklahoma |
| VI. | Old Business | |
| VII. | New Business | |
| VIII. | Adjourn | |

NEXT MEETING: Thursday, May 20, 2010

OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST

Board of Trustees Meeting Minutes February 4, 2010

The Board of Trustees of the Oklahoma Educational Technology Trust met on February 4, 2010 in the second floor conference room of the Oklahoma Education Association in Oklahoma City.

Members present: Lela Odom (Chair), Phil Berkenbile, Steven Crawford, Dan Hattaway, Jeff Mills, Susan Paddock, Bob Stafford, and John Wright

Members absent: Keith Ballard

Management team present: Frank W. Merrick, Susie Graves, Sherrie Schroeder, Amy Klinge, Anna Elder, and Gloria Hamlin.

Others present: Lynn Rogers (Office of the Attorney General); Gregg Garn, Linda Atkinson, Leslie Williams, Scott Charlson, Jean Cate (K20 Center/OK-ACTS); Mike Dickinson & Brad Zerger (BancFirst).

Call to Order – Chair Lela Odom called the meeting to order at 1:05 p.m. A quorum (five or more) was declared present.

Approval of Minutes – A motion was made by Phil Berkenbile, seconded by Bob Stafford, and adopted by unanimous vote to approve the minutes of the OETT Meeting of October 29, 2009.

Sustaining Phase II Grant Recommendations – Gloria Hamlin reported that representatives from the management team and the professional development teams had reviewed the current status and needs of 2005 grant schools and invited six (Byng Francis Elementary, Jones High School, Vinita Will Rogers Elementary, Wanette Elementary, Watts High School, and Woodward Middle School) to apply for Sustaining Phase II grants. She briefly reviewed with trustees the two proposals being recommended for funding. Following discussion, **a motion was made by Steven Crawford, seconded by Phil Berkenbile and adopted by unanimous vote to approve \$5,000 Sustaining Phase II grants to Vinita Will Rogers Elementary and Wanette Elementary.**

Evaluation of 2008 Phase II Grants to Schools – Gloria Hamlin presented evaluation findings of 2008 Phase II grants which impacted 613 teachers and 8,384 students. Geographically, there were three schools each from the northwest and southwest quadrants of the state; four from the northeast, three from southeastern Oklahoma, and five in the OKC metro area. She discussed the rubric used for evaluation that included three site visits and field notes providing qualitative data as well as pre and post surveys providing quantitative data. She stated that 15 of the 18 schools exceeded expectations, and there were no schools that failed to meet expectations. She reviewed with trustees the evaluation tools and criteria, specific observations at various sites, and shared anecdotal information related to progress and successes identified in the evaluation process. The K20 staff reported that longitudinally the majority of OETT grant schools continue to see increases in API scores.



Finance/Investment Committee – Bob Stafford, Chair, reported that the February Finance Investment Committee meeting had been cancelled due to lack of a quorum. Stafford asked the FMI and BancFirst teams to present financial and investment reports.

4th Quarter Investments: Mike Dickinson reviewed the current and target asset allocation and portfolio changes in various asset classes and reported that the market value of the portfolio at 1/31/10 was \$28,751,135. Brad Zerger presented the static benchmark comparison for trustees' review and discussed additional details related to investment performance. He reported that the portfolio is up almost 20% for the calendar year 2009 – 19.6% compared to benchmark of 16.8% -- and up 4% for the last quarter.

4th Quarter Financials: Sherrie Schroeder, CPA, presented the 4th quarter financial reports including a graphic representation of Trust assets and grants from inception to date, the Statement of Financial Position and the Statement of Activities of the Trust, and reported total assets at 12/31/09 of \$29,158,702 and noted that OETT has now made \$10,906,980 in total grants. **A motion was made by Phil Berkenbile, seconded by Jeff Mills, and adopted by unanimous vote to accept the financial and investment reports.**

2010 Spending Policy: Frank Merrick reviewed with trustees the Projected Granting Cycle Through 2012 spreadsheet stating that the current projections indicate that OETT will exceed the targeted five percent distribution and reported that the Finance/Investment Committee has expressed concern related to working the trust assets too hard especially when there are large market swings impacting those assets. Following discussion **a motion was made by Bob Stafford, seconded by Phil Berkenbile, amended by John Wright and adopted by unanimous vote to adopt the 2010 spending policy presented and award 13 Phase II Grants to Schools and 2 Sustaining Phase II Grants in 2010.** (Spending policy attached to minutes). Steven Crawford stated that the Grants Committee will provide additional alternates this year in case funds are available to make additional grants in July.

Grants Committee: Steven Crawford, Chair, reported that the committee is not scheduled to meet until July and recognized representatives from the K20 Center and CFO management team to present reports.

K20 Center – Gregg Garn reported on the successful November 2009 Innovative Learning Institute and stated that the same format will be continued in 2010. Jean Cate, reporting for Phase I, stated that the State Department of Education has issued One on One Digital Classroom Grant applications totaling \$6.5 million that will provide \$2,000 per student towards technology and professional development in awarded schools. She reported that applying schools are required to have attended K20 Phase I or include that training in their budgets. Scott Charlson, reporting for Phase II stated that some of the Phase II equipment in school grants is now technology that is being sent home with students – greatly increasing student access to OETT technology. He also reported that the 2010 Innovative Learning Institute date has been scheduled for November 4th.

2009 Grantee School Site Visits – Susie Graves stated that two site visits had been rescheduled due to this year's winter storms; the Bartlesville and Copan site visits will be held on February 9th and she will notify the trustees when the final visit (Norman's Monroe Elementary) is scheduled.

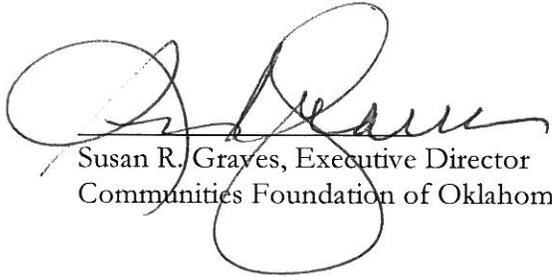
New Business: Frank Merrick recommended that the trustees consider a board retreat in the 4th quarter of 2010 or first quarter of 2011 to provide extended time for trustees to review their grantmaking and set priorities for coming years. January 2011 was suggested by trustees as a target date.

John Wright requested consideration of a change in the May meeting schedule. Following discussion the May meeting was changed to May 7th at 1 p.m.

Lela Odom, Chair, stated that a Nominating Committee will be appointed in May and that new and reappointments are required August 1st. Susie Graves stated that the management team will also notify appointing entities.

There being no further business, the meeting was adjourned at 2:40 p.m.

Minutes Recorded by:



Susan R. Graves, Executive Director
Communities Foundation of Oklahoma

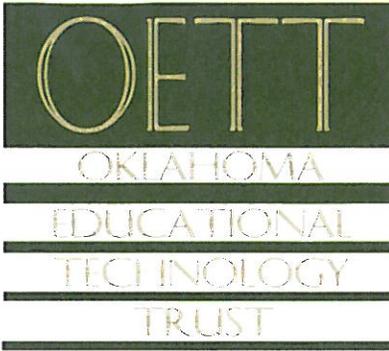
Approval of Minutes:



Phil Berkibile 5/7/2010
Signature Date

Phil Berkibile
Printed Name

Secretary - OETT
Title



**2010 Spending Policy
Staff Recommendation**

| | | | | |
|--|--|--|--|------------|
| Average FMV of Assets 2009 | | | | 26,677,319 |
| 5% of Average FMV | | | | 1,333,866 |
| Projected Operating Expenses | | | | 364,043 |
| Phase I | | | | 30,000 |
| Phase II Sustaining(2 Schools) | | | | 10,000 |
| Balance remaining for K-20 contract and Phase II | | | | 929,823 |
| K-20 (13 schools + 2 sustaining) | | | | 400,000 |
| Phase II (13 Schools @ \$40,000) | | | | 520,000 |
| Balance remaining | | | | 9,823 |



BOARD OF TRUSTEES

OKLAHOMA EDUCATION ASSOCIATION OFFICES
323 EAST MADISON, OKLAHOMA CITY
MAY 7, 2010
1:00 P.M.

AGENDA

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| I. | Call to Order | Phil Berkenbile, Secretary Presiding Officer |
| II. | *Approval of Minutes | Phil Berkenbile, OETT Secretary |
| III. | Finance/Investment Committee *1 st Quarter Financials *1 st Quarter Investments | Bob Stafford, Chair Sherrie Schroeder, CPA Mike Dickinson & John Cardoza BancFirst |
| IV. | Audit Committee | Phil Berkenbile, Audit Committee Chair |
| V. | Grants Committee Phase I & II Report Sustaining Phase II Grant Evaluation | Gregg Garn, Director K20Center, OU Linda Atkinson Jean Cate & Sharon Wilbur, Phase I Leslie Williams & Scott Charlson, Phase II Gloria Hamlin, Evaluation Associate |
| VI. | Old Business Annual Report | Amy Klinge, Advancement Director |
| VII. | New Business Appointment of Nominating Committee Trustee Appointments/Re-appointments | |
| VIII. | Adjourn | |

Future Meeting Dates:

OETT Annual Meeting
• **Thursday, July 22, 2010** (1 p.m.)
OEA Conference Room

Grants Committee Meeting:
• **July 19, 2010** – 1 p.m.
CCOSA (tentative)

Finance/Investment Committee Meeting:
• **July 22, 2010** (with Annual Meeting)

OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST
Board of Trustees Meeting Minutes
May 7, 2010

The Board of Trustees of the Oklahoma Educational Technology Trust met on May 7, 2010 in the second floor conference room of the Oklahoma Education Association in Oklahoma City.

Members present: Phil Berkenbile, Keith Ballard, Dan Hattaway, Jeff Mills, Susan Paddock, Bob Stafford, and John Wright

Members absent: Steven Crawford, Lela Odom

Management team present: Frank W. Merrick, Susie Graves, Sherrie Schroeder, Amy Klinge, and Gloria Hamlin.

Others representatives: Gregg Garn, Linda Atkinson, Jean Cate, Leslie Williams, (K20 Center/OK-ACTS); Mike Dickinson & John Cardoza (BancFirst)

Guest: Debbie Wright

Call to Order – Phil Berkenbile, presiding in the absence of Lela Odom, called the meeting to order at 1:07 p.m. A quorum (five or more) was declared present. During the meeting Berkenbile recognized and welcomed guest Debbie Wright, wife of Representative John Wright.

Approval of Minutes – A motion was made by Jeff Milles, seconded by Bob Stafford, and adopted by unanimous vote **to approve the minutes of the OETT Meeting of February 4, 2010.**

Finance/Investment Committee – Bob Stafford, Chair of the Finance/Investment Committee, reported that the committee met 5/4/10 and asked Sherrie Schroeder and the BancFirst investment team to present financial and investment reports.

1st Quarter Financials: Sherrie Schroeder, CPA, presented the 1st quarter Statement of Financial Position and Statement of Activities reporting total assets on 3/31/10 of \$30,332,078 noting that grants payable has not yet been adjusted to reflect trustee action from February 2009 since trustees wanted to reserve the option to increase grantmaking if possible. Schroeder also reported a contribution of \$172,575 which was received as part of a Land Commission settlement.

1st Quarter Investments: Mike Dickinson reviewed the current and target asset allocation, portfolio changes, and reported asset value of portfolio as of 4/28/10 of \$30,122,317 – a increase of 3.6% for the month of March and 29.8% for the trailing 12 months. John Cardoza stated total earnings since inception of \$11.8 million and provided comment on the market overview section of the report. Dickinson explained the new charts included in the investment report. Bob Stafford reported that members of the Finance/Investment Committee had a strong bias towards leaving the spending policy at the current level. A motion was made by Bob Stafford, seconded by Susan Paddock, and adopted by unanimous vote **to accept the financial and investment reports.**

Audit Committee – Sherrie Schroeder reported that Luton & Company had provided the committee with a three year audit proposal of \$3,900 for 2010 and limiting increases each of the next two years to \$300. Following discussion, a motion was made by Jeff Mills, seconded by Keith Ballard, and adopted by unanimous vote of the board **to approve a new three year audit contract with Luton & Company.**

Grants Committee – Dr. Gregg Garn introduced the K20 Center staff to present reports. Jean Cate stated that new technologies (Moodle, Wiki, and Wordl) were being incorporated into Phase I leadership seminars which continue to be data driven capturing student & teacher standards. Leslie Williams, reporting for Phase II, stated that professional development in 2009 schools is almost complete and final quarter meeting with presentations will be held in June. 2010 Phase II application deadline was 4/26/10 and 50 applications were received. She stated that the number is down slightly from last year. Grant reviewers will participate in orientation May 18th and receive their set of grants to evaluate. All grant review teams will meet together June 17th. Recommendations from those evaluations and meetings will be compiled and reported to the OETT Grants Committee in July with selection to be made at the July 17th OETT annual meeting.

Sustaining Phase II Grant Evaluation – Gloria Hamlin reviewed progress of the Sustaining Phase II grants at Noble Hubbard Elementary and Colbert Eastward Elementary. She explained the differences in the schools as well as the equipment purchased. There was discussion related to the possibility of videotaping some of Hamlin's site visits to share with trustees at future meetings.

Old Business:

Annual Report -- Amy Klinge, Advancement Director, reported that the annual report was delivered to trustees electronically to be shared with appointing entities. She stated that all supplemental documents, financial reports, and minutes were posted on the OETT website. Klinge reported that the website will be changing in June and that planning is already underway for an expanded, multi-media, annual report for next year's 10th anniversary.

New Business:

Appointment of Nominating Committee – Berkenbile stated that Lela Odom, OETT Chair, will be appointing a nominating committee to recommend an officer slate to begin their two year terms August 1, 2010.

Trustee Appointments/Re-appointments – Berkenbile reminded trustees that all appointments expire July 31st and encouraged trustees to move forward as soon as possible in obtaining new appointment letters. CFO staff will be notifying appointing entities as well. John Wright announced that he will be stepping down from the OETT board, and following discussion, stated that this action would be effective 7/31/10.

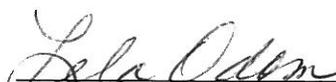
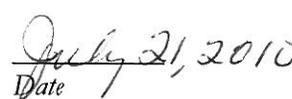
There being no further business, the meeting was adjourned at 2:10 p.m.

Minutes Recorded by:



Susan R. Graves, Executive Director
Communities Foundation of Oklahoma

Approval of Minutes:

Lela Odom
Printed Name

Chair, OETT
Title



BOARD OF TRUSTEES ANNUAL MEETING

OEA – 323 E. Madison (2nd Floor Conference Room)
July 22, 2010
1 p.m.

AGENDA

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|-------|--|---|
| I. | Call to Order | Lela Odom, OETT Chair |
| II. | *Minutes of 5/7/10 Meeting | Phil Berkenbile, Secretary |
| III. | *Audit Committee Presentation of 2009 Audit & IRS 990 | Phil Berkenbile, Chair Sherrie Schroeder, CPA Foundation Management, Inc. |
| IV. | Finance/Investment Committee *Financial Reports *Investment Report | Bob Stafford, Chair Sherrie Schroeder Mike Dickinson & Brad Zerger, BancFirst |
| V. | Grants Committee 2009 Site Visit Video *2010 Grant Recommendations | Steven Crawford, Chair Gloria Hamlin, FMI Evaluation Associate Linda Atkinson & Leslie Williams, K20 Center |
| VI. | *Nominating Committee 2010-2012 Slate of Officers | Lela Odom, Bob Stafford, John Wright |
| VII. | Old Business | |
| VIII. | New Business * 10 th Anniversary Annual Report * 2010-2012 Trustee Appointments * Proposed 2010 – 2011 Meeting Dates: October 28, 2010 May 5, 2011 February 3, 2011 July 28, 2011 – Annual Meeting 1 p.m. at CCOSA (2901 N. Lincoln, OKC) | Amy Klinge, CFO Advancement Director |
| IX. | Chairman's Report | Lela Odom |
| X. | Adjourn | |

*** Requires Trustee Action**

OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST

Board of Trustees Meeting Minutes

July 22, 2010

The Board of Trustees of the Oklahoma Educational Technology Trust met on July 22, 2010 in the 2nd floor conference room of OEA, 323 E. Madison, Oklahoma City, OK.

Members present: Lela Odom (Chair), Phil Berkenbile, Dan Hattaway, Senator Susan Paddack, Bob Stafford, and Representative John Wright.

Members absent: Keith Ballard, Steven Crawford, & Jeff Mills

Management team present: Susie Graves, Amy Klinge, Sherric Schroeder, Gloria Hamlin, and Cheyenne Christesson

Others present: Linda Atkinson, Jean Cate, Scott Charlson, Sarah Snodgrass, Nicki Watkins, Leslie Williams (K20 Center/OK-ACTS); Mike Dickinson and John Cardoza (BancFirst)

Call to Order – Chairman Lela Odom welcomed Trustees and other individuals present and called the meeting to order at 1:07 p.m.. Odom presented retiring trustees -- Susan Paddack and John Wright – with books as tokens of appreciation for their service to OETT.

Approval of Minutes – A motion was made by Phil Berkenbile, seconded by Bob Stafford, and unanimously adopted to approve the minutes of the May 7, 2010 Board of Trustees Meeting.

Audit Committee— Phil Berkenbile, Chair of the Audit Committee, stated that the audit draft had been emailed, reviewed, and unanimously approved by the committee. Bound copies were distributed to the trustees. Berkenbile stated that it was a clean audit with an unqualified opinion. **A motion to accept the 2009 audit was made by Phil Berkenbile, seconded by Dan Hattaway, and adopted by unanimous vote.** Sherric Schroeder stated that a policy had been approved by earlier board action to circulate the IRS 990 to the trustees for review prior to its submission. She reported that the draft was included in the board meeting materials and that the management team recommend approval for the board chair's signature and filing. Bob Stafford recommended adding more information related to professional development in the schools in next year's 990 program description section. **A motion was made by Phil Berkenbile, seconded by Susan Paddack, and adopted by unanimous vote to approve and file the IRS 990.**

Finance/Investment Committee – Bob Stafford, Finance/Investment Chair, called the trustees attention to the financial statements and asked Sherric Schroeder to explain the reports. Schroeder reviewed the Statement of Financial Position, Statement of Activity, and Projected Grantmaking Cycle spreadsheet, and the chart illustrating the total grants paid from inception to 6/30/10 with trustees, reporting total assets of \$28,453,799 as of 6/30/10. She stated that the projected granting cycle spreadsheet had been updated reflecting trustee action at the May 2010 meeting with projections indicating a projected carryover for 2011.

Mike Dickinson distributed the Investment Management Review reports and reviewed the asset allocation target and current asset allocation with trustees in addition to changes in the portfolio. He stated that the current market value of the investment portfolio at quarter end 6/30/10 was \$28,177,909 and \$28,449,467 as of 7/16/10. Dickinson also reviewed with trustees the Returns Comparison charts and static benchmark. As of 6/30/10, the portfolio demonstrated a loss of 6% for the last quarter but 11.2% growth for the trailing 12 months compared to benchmarks of 11%. Since inception the

portfolio has earned 3.8% compared to the benchmark of 2.8%. John Cardoza reviewed several charts with the trustees including a comparative spectrum of asset class performance for the calendar year 2010 and the trailing 12 months and discussed the economic market overview section of the investment management review packet. Following questions, **a motion was made by Bob Stafford, seconded by Dan Hattaway, and adopted by unanimous vote to accept the financial and investment reports.**

Grants Committee – Susie Graves, reporting for Grants Chair Steven Crawford, stated that the Grants Committee met on July 15, 2010; five of the seven committee members were present in addition to staff from management and the K20 Center. Graves reported that there were 50 applications this year; that 5 were disqualified due to non-compliance issues; and that 45 moved on to the grant team review level. She reminded the trustees that they had approved a motion at their February 2010 meeting to award 13 Phase II grants to schools but reserved the authority to award more grants if funds became available. **A motion was made by Representative John Wright, seconded by Bob Stafford, and approved by unanimous vote to table further discussion of expanding the number of 2010 Phase II grants.** Graves reported that the committee reviewed data and had extensive discussion related to their recommendation and asked Leslie Williams to present the details of that recommendation. Williams reviewed with trustees the two spreadsheets representing the grants committee’s recommendation in blind format, summarizing the equipment requested and practices addressed in the top thirteen applications and explaining the school level and regional demographic reports. Following questions and discussion, **a motion was made by Susan Paddack, seconded by Phil Berkenbile, and adopted by unanimous vote to accept the grant review team recommendations for 2010 Phase II OETT grant awards.**

Following the motion to accept the newly funded schools, grant maps and summaries were distributed to Trustees. The K20 Center stated that they will begin notifying the 2010 schools today and that grant planning meetings will begin soon with the schools’ learning teams. CFO/FMI staff will email grant maps to trustees following the meeting.

Gloria Hamlin briefly discussed her evaluation site visit process and reflections with trustees and presented a video from Dover Schools which had been submitted as part of the fourth quarter grant meeting and demonstrated the use and impact of the i-touches and netbooks purchased by OETT grant funds.

Nominating Committee – Odom reported that the Nominating Committee comprised of Bob Stafford, John Wright, and herself had met and propose the following slate of officers for 2010– 2012:

Chair: Steven Crawford

Vice-Chair: Jeff Mills

Secretary – Bob Stafford

A motion was made by Lela Odom, seconded by Dan Hattaway, and adopted by unanimous vote to approve the Nominating Committee’s slate of offices for 2010-2012.

New Business:

10th Anniversary Annual Report – Amy Klinge, Advancement Director, stated that OETT will celebrate its 10th anniversary on February 6, 2011. Among the public relations/media plans to be executed throughout the year is a proposed interactive video annual report to help capture the history of the trust and grantee stories. She distributed a memorandum detailing the line items and costs of the special 10th anniversary annual report and trustees viewed segments of a similar interactive annual report produced by a non-profit organization in OKC. Following discussion, **a motion was made by Susan Paddack,**

seconded by John Wright, and adopted by unanimous vote to approve the expenditure of funds as detailed for the 10th Anniversary Annual Report.

2010-2012 Trustee Appointments: Odom called the trustees attention to the list of trustees who have been appointed to serve on the 2010-2012 OETT trustee board. **A motion was made by Bob Stafford, seconded by Phil Berkenbile and adopted to acknowledge receipt of 2010-2012 OETT appointments.**

2010-2011 Trustee Meeting Dates – Odom noted the dates included on the agenda for upcoming trust meetings. Management team will file these dates with the Secretary of State and post on the OETT website. They are:

October 28, 2010

May 5, 2011

February 3, 2011

July 28, 2011 – Annual Meeting

All meetings will be held at 1 p.m. in the CCOSA conference room at 2901 N. Lincoln in Oklahoma City.

During the meeting the following staff were introduced:

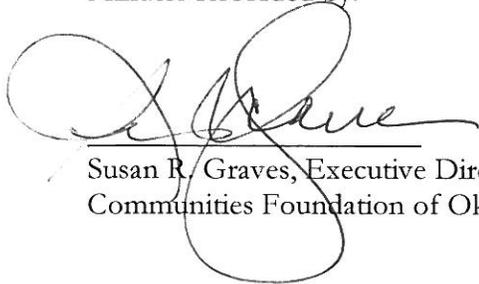
Cheyenne Christesson – new Administrative Assistant for CFO/FMI

Sarah Snodgrass – new K20 Center Phase II trainer

Nicki Watkins – K20 Center Phase II trainer

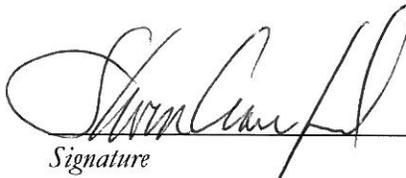
With no further business, the annual meeting was adjourned at 2:12 p.m.

Minutes Recorded by:



Susan R. Graves, Executive Director
Communities Foundation of Oklahoma

Approval of Minutes:



11-18-10
Date

Signature

Date

Steven Crawford
Printed Name

Chair, OETT

Title



BOARD OF TRUSTEES

COOPERATIVE COUNCIL FOR OKLAHOMA SCHOOL ADMINISTRATION
2801 N. Lincoln Blvd, Oklahoma City, OK
NOVEMBER 18, 2010
1:00 P.M.

AGENDA

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|--|---|
| I. Call to Order | Steven Crawford, OETT Chair |
| II. *Approval of Minutes Annual Meeting of 7/22/10 | Bob Stafford, Secretary |
| III. Finance/Investment Committee *3 rd Quarter Financials *3 rd Quarter Investments | Jeff Mills, Chair Sherrie Schroeder, CPA Foundation Management, Inc. Mike Dickenson, BancFirst |
| IV. OK-ACTS Phase I & II Reports & Innovative Learning Institute | Gregg Garn, Director K20Center, OU Linda Atkinson Jean Cate & Sharon Wilbur, Phase I Leslie Williams & Scott Charlson, Phase II |
| V. *Evaluation 4 Year "Look Back" Review/2006 Grant Schools Sustaining Phase II Grant Proposal | Gloria Hamlin, FMI Evaluation Associate |
| VI. Site Visits to 2010 Grantee Schools | Susie Graves, Executive Director Communities Foundation of Oklahoma |
| VII. Public Relations/Media Efforts | Amy Klinge, Advancement Director Communities Foundation of Oklahoma |
| VIII. New Business *Administrative Management Contract | Frank W. Merrick, President Foundation Management, Inc. |
| Adjourn | Steven Crawford |

* Requires Trustee Board vote

Future Meeting Dates:

Regular OETT Trustee Meetings @ CCOSA:

- **February 3, 2011** – 1 p.m.
- **May 5, 2011** – 1 p.m.

OETT Annual Meeting @ CCOSA:

- **July 28, 2011** – 1 p.m.

Finance/Investment Committee Meetings @ CFO/FMI:

- **January 26, 2011** – 11:30 a.m.
- **May 2, 2011** – 11:30 a.m.
- **July 28, 2011** – 1 p.m. (included with Annual Meeting)

Grants Committee Meeting:

- **January/February 2011** – TBD
- **July 18, 2011** (tentative)