



**CITY OF NORMAN, OK**  
**SOCIAL AND VOLUNTARY SERVICES COMMISSION**  
**MEETING**

Development Center Conference Room B, 225 N Webster, Norman, OK  
73069

Monday, February 03, 2025 at 5:30 PM

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## **MINUTES**

The Social and Voluntary Services Commission of the City of Norman, Cleveland County, State of Oklahoma, will meet in Regular Session in Conference Room B at the Development Center, on Monday, February 03, 2025 at 5:30 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, Development Center at 225 N. Webster, and on the City website at least 24 hours prior to the beginning of the meeting.

### **ROLL CALL**

**The meeting was called to order at 5:35pm.**

#### **Present**

Marc Bonge  
Sandy Duncan  
Jennifer Newell  
Heidi Smith  
Ann Way

#### **Absent**

Scott Meier

#### **Staff**

Tara Reynolds, Financial Management Analyst

### **MINUTES**

1. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES FROM JULY 15, 2024.  
**Motion** by Jennifer Newell to accept the minutes as presented; **Second** by Marc Bonge.  
**The motion passed unanimously.**

### **REPORTS**

2. UPDATE ON 2024-2025 AGENCY EXPENDITURES  
50% of the overall allotted fund have been expended.

<u>Agency</u>	<u>Purpose</u>	<u>Amount Awarded</u>	<u>Remainder</u>
Able	Kitchen upgrades	\$5,000	\$5,000
Aging Services	Utilities, Special Assistance, laptop, food	\$10,000	\$9,184
Among Friends	Scholarships	\$9,600.00	\$0.00
Assistance League	Operation School Bell shoes	\$5,000.00	\$0.00
Bethesda	Therapist Salary	\$8,750.00	\$1,268.00
Big Brothers Big Sisters	21 matches	\$8,367.00	\$8,367.00
Bridges	Student Utility Assistance	\$10,000.00	\$5,350.00
CASA	Fuel/Food gift cards & continuing education	\$8,945.00	\$3,148.62
Catholic Charities	Sanctuary	\$10,000.00	\$10,000.00
CCFI	Therapist salary	\$8,750.00	\$8,750.00
CSBI	Utilities	\$9,250.00	\$0.00
Food & Shelter	Share Center Groceries	\$10,000.00	\$0.00
Fostering Futures	Beds	\$10,000.00	\$4,516.95
Full Circle	Scholarships	\$10,000.00	\$7,803.52
Hope Community Services	Homeless Assistance	\$10,000.00	\$9,105.45
Legal Aid	Office rent	\$10,000.00	\$10,000.00
Little Read Wagon	Books	\$7,500.00	\$2,365.84
Loveworks Leadership	Afterschool Leadership Program	\$5,140.00	\$5,140.00
Mary Abbott	Client Assistance	\$10,000.00	\$10,000.00
Meals on Wheels	Meals	\$10,000.00	\$0.00
Mission Norman	Food cart, driver salary, plastic bags	\$9,250.00	\$3,170.28
Norman Care A Vans	Auto Insurance	\$9,648.00	\$3,950.08
Pantry Partners	Adopt a Senior Program	\$7,500.00	\$7,500.00
Salvation Army	Staff Salaries	\$10,000.00	\$2,028.69
Share & Grow	Programs, zoom, equipment, location rentals, admin costs, office	\$500.00	\$500.00
St Francis	Storage unit, doog food, supplies	\$9,300.00	\$1,426.99
Thunderbird Clubhouse	staff healthcare costs	\$10,000.00	\$0.00
Transition House	Drop-in Center, Transitional Apartments, bike locks, wellness kits, storage.	\$8,000.00	\$323.06
Virtue Center	Alternative to Suspension	\$9,500.00	\$6,650.00
<b><u>TOTAL</u></b>		\$250,000.00	\$125,548.92
			50% expended

3. 2025-2026 APPLICATION TIMELINE

The application for 2025-2026 funds will open on May 5, 2025, and will close on May 30<sup>th</sup>, 2025. The Commission will meet on June 23 to discuss the applications, and on July 7 to make final finding determinations.

## DISCUSSION ITEMS

### 4. ASSIGN AGENCY CHECK INS

<u>Agency</u>	<u>Check IN</u>
Able	Jennifer
Aging Services	Marc
Among Friends	Scott
Assistance League	Jennifer
Bethesda	Marc
Big Brothers Big Sisters	Ann
Bridges	Jennifer
CASA	Ann
Catholic Charities	Sandy
CCFI	Jennifer
CSBI	Ann
Food & Shelter	Ann
Fostering Futures	Heidi
Full Circle	Scott
Hope Community Services	Heidi
Legal Aid	Jennifer
Little Read Wagon	Sandy
Loveworks Leadership	Heidi
Mary Abbott	Sandy
Meals on Wheels	Marc
Mission Norman	Marc
Norman Care A Vans	Sandy
Pantry Partners	Scott
Salvation Army	Marc
Share & Grow	Heidi
St Francis	Heidi
Thunderbird Clubhouse	Ann
Transition House	Scott
Virtue Center	Sandy

## **ACTION ITEMS**

### 5. ELECTION OF CHAIR & VICE CHAIR

**Motion** by Heidi Smith to nominate Ann Way as Chair and Jennifer Newell as Vice Chair; **Second** by Marc Bonge.

**The motion passed unanimously.**

## **MISCELLANEOUS COMMENTS**

If Senate Bill 484 is passed it will affect several of these grants, but the Commission will carry on its mission until then.

The annual Point in Time (PIT) count was on January 23<sup>rd</sup>, and the data gathered from it has not been processed yet.

The Norman Housing Authority Announced it will not be issuing more Section 8 Housing Vouchers until at least June, but possibly December.

## **ADJOURNMENT**

**This meeting was adjourned at 6:14pm.**