



**COMMUNITY ACTION AGENCY**  
*of Oklahoma City and Oklahoma/Canadian Counties, Inc.*

FILED

2009 NOV 25 P 12:47

November 24, 2009

CITY OF  
OKLAHOMA CITY, OKLA  
OFFICE OF  
CITY CLERK

**RE: OPEN MEETING—SPECIAL SCHEDULED MEETING**

Ms. Frances Kersey  
City Clerk's Office  
200 N. Walker  
Oklahoma City, OK 73102

Dear Ms. Kersey:

In accordance with the Open Meeting Laws of Oklahoma, please be advised of the following:

The Special scheduled meeting of the Business Loan Committee will convene at **2:00 pm on Wednesday, December 2, 2009**. The meeting will be held in Room 320, the 3<sup>rd</sup> Floor Conference Room, at 319 SW 25<sup>th</sup> Street, Oklahoma City, Oklahoma.

Should you have any questions, please give us a call at 232-0199.

Sincerely,



James E. Sconzo  
Executive Director

JES/alf  
Enclosure



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CITY OF  
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# A G E N D A

**SUBJECT: SPECIAL MEETING—BUSINESS LOAN COMMITTEE**

**DATE: December 2, 2009**

**TIME: 2:00 PM**

**PLACE: CAA CENTRAL OFFICE  
319 SW 25<sup>th</sup> STREET  
OKLAHOMA CITY, OK 73109  
THIRD FLOOR CONFERENCE ROOM**

The Small Business Loan Committee will convene at **2:00 p.m., Wednesday, December 2, 2009** at Community Action Agency, 319 SW 25<sup>th</sup> Street in Room 320, 3<sup>rd</sup> Floor Conference Room.

- I. Meeting called to order
  - II. Vote of Committee to enter into Executive Session
  - III. Enter Executive Session for review of loan pertaining to:
    - a. **Cobra Services, Inc.**
    - b. **Brightlight Hospitality, Inc.**
  - IV. Reconvene regular session for public vote of items discussed in Executive Session
  - V. New Business
  - VI. Old Business
  - VII. Other Discussion
- Adjournment