

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**

**FINANCE COMMITTEE**

**MINUTES OF MEETING**

**December 3, 2019**

Approved

**Committee Members Present:** Jerry Helland, Meghan Cook

**Other Persons Present:** Joel Ledbetter

**Office staff:** Deanna Cada, Kathy Ostdick

**1. Call to Order**

Mr. Helland called the meeting to order at 5:31 p.m.

**2. Agenda Approval**

*Ms. Cook moved to approve the agenda; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

**3. Minutes**

*Ms. Cook moved to approve the minutes of the 11/4/19 meeting; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

**4. Office Report**

Ms. Cada reported that the Board received the final tax levy distribution for 2019. The Mental Health Board ended up about \$21,000 short of the total levy amount budgeted.

The office changed the September 2020 committee date from 9/15/20 to 9/1/20.

Dr. Stromborg had asked Ms. Cada to check with the State's Attorney's Office about the legality of internal department borrowing. We now have a State's Attorney's Opinion that it is not legal to borrow within the County due to what the Mental Health Board money is allocated for, it can't be borrowed and used for another purpose. The money is now back in our account.

**5. November 2019 Claims Approval**

The Committee discussed December claims.

*Ms. Cook moved to approve the December 2019 agency claims in the amount of \$204,523.83; seconded by Mr. Helland. The motion passed unanimously on a roll call vote.*

*Ms. Cook moved to approve the December 2019 office claims in the amount of \$10,210.89; seconded by Mr. Helland. The motion passed unanimously on a roll call vote.*

## **6. Closed Session**

*Ms. Cook moved to go into Closed Session at 5:39 pm; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

The Committee came back into Open Session at 6:14 pm.

## **7. Richard J. Schluter Award Program Development**

Ms. Cada discussed the suggestion put forth by the Board to give an agency with financial proficiency an award. However the feasibility of the suggestion needs to be discussed at the next Board meeting.

## **8. Unallocated/Reserve Fund discussion**

Mr. Helland had requested to discuss the Operating Cost Reserve in the Unallocated/Reserve Fund.

## **9. One Year & Three Year Plan status**

Ms. Cada and Ms. Plote met to discuss the 0-7 year old priority. Ms. Cada discussed the need for additional dollars for analysis of the focus group outcomes.

## **10. Date of Next Meeting: 1/14/20**

## **11. Adjournment**

The meeting was adjourned at 6:33 p.m.

Respectfully submitted,

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Jerald Helland, Board President

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Kathy Ostdick, Recording Secretary