

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

EXECUTIVE COMMITTEE

MINUTES OF MEETING

July 13, 2010

Approved

Committee Members Present: John Rogalin, Donna Schoenfeld

Staff Present: Mark Parrish, Kathy Ostlick

Other Persons Present: None

1. CALL TO ORDER

Mr. Rogalin called the meeting to order at 8:16 a.m.

2. AGENDA

Ms. Schoenfeld moved to approve the agenda; seconded by Mr. Rogalin. The motion passed unanimously on a voice vote.

3. MINUTES

Ms. Schoenfeld moved to approve the minutes; seconded by Mr. Rogalin. The motion passed unanimously on a voice vote.

4. DIRECTOR'S REPORT

Mr. Parrish gave a report on the following:

- Website: A quote by Open Cube Media to design and implement a website for the board. The cost is \$10,000 but there will be no monthly maintenance fee. Ms. Ostlick and Mr. Parrish will be given instruction to update and revise the site. Mr. Parrish is applying for a grant to help pay the cost of the development of the site.
- Logo contest: this will be started in September when school is back in session, to design a logo for the office.
- Ministerial Alliance: there are about 5 ministers who are excited about being involved in presenting information about mental health issues to their congregation. Meetings with ministers will be scheduled down the road to discuss ways to help people with MH difficulties.
- Big Box Stores: Mr. Parrish is in the process of writing a grant with Walmart for approximately \$1,000 which he is hoping will be in the form of small gift cards for food, clothing, medicine, etc.
- Community Outreach: Mr. Parrish is attending various meetings in the county to re-establish our name; specifically he will be attending the Police Chiefs Meeting and is in the process of joining the Kiwanis Club.
- Power Point Presentation: Mr. Parrish has developed a power point presentation to aid in talking points when he is presenting information about our board to other organizations and groups. Both Mr. Rogalin and Ms. Schoenfeld had good suggestions for changes.
- Mission and Vision Statements: Mission and vision statement were discussed. This topic will be discussed further at the retreat.
- Media contacts: Mr. Parrish has sent letters to the local radio and TV stations, requesting a meeting to reintroduce ourselves to the community.
- Leadership Academy: Mr. Parrish has joined this organization, which meets at Rockford College once a month, to network with local organizations.

5. NEW OFFICERS

A new slate of officers needs to be presented first thing at the July Board meeting. Ms. Luxton is interested in continuing as President, Mr. Rogalin also would like to continue as Vice President. The position of Secretary is still open. Ms. Ostdick will include a request for nominees for Secretary in the board meeting packet, so members can think about the request.

6. RETREAT

Our 2010 retreat will be Friday, 7/30/10, 8:00 a.m. to approximately 1:00 p.m. at Kishwaukee College. Ms. Ostdick will include more information with the board packet. Mike Mastroianni, who facilitated last year, will be facilitating again this year. An agenda will be distributed next week.

7. STRATEGIC PLAN

The Strategic Plan will be discussed at the retreat.

8. APPROVAL OF BOARD MEETING AGENDA

The Board Meeting Agenda was discussed, revised, and approved.

Ms. Schoenfeld moved to approve the board meeting agenda draft; seconded by Mr. Rogalin. The motion passed unanimously on a voice vote.

9. DATE OF NEXT MEETING: 8/3/10 at 8:00 a.m.

11. ADJOURNMENT

The meeting was adjourned at 8:47 a.m.

Respectfully submitted,

John Rogalin, Vice President

Kathy Ostdick, Recording Secretary