

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
FINANCE COMMITTEE
MINUTES OF MEETING
July 13, 2010

Approved

Committee Members Present: John Rogalin, Thomas Kirts

Other Persons Present: None

Office staff: Mark Parrish, Kathy Ostdick

1. CALL TO ORDER

Mr. Rogalin called the meeting to order at 8:52 a.m.

2. AGENDA APPROVAL

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

3. MINUTES

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

4. DIRECTOR'S REPORT

Mr. Parrish discussed Open Cube Media, the firm that has given us a quote for development and implementation of an interactive website for our office.

Mr. Rogalin moved to recommend approval of the quote from Open Cube Media for website development; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

5. COUNTY FY11 BUDGET

The County has not yet released FY11 information.

6. BGC FREQUENCY OF FINANCIAL REQUESTS

Mr. Parrish stated that the Ben Gordon Center has consistently requested additional funding from the board, other than the formal grant allocation process. Mr. Parrish would like to send a letter to all agencies, clarifying that any funding requests, other than the yearly grant process, would not be accepted, unless there is a true emergency.

Mr. Rogalin said he believed that our doors are always open and if there are any additional funding requests, we would be happy to review them. Dr. Kirts agreed that we need to review any requests.

The board's current procedure is to present any requests to the Finance Committee who will then determine whether or not to forward the request to the full board for their review.

The Finance Committee reviewed the BGC request for additional funding dated June 4, 2010 and instructed Mr. Parrish to write a letter of response denying the request.

The Ben Gordon Center also forwarded quotes for parking lot repairs to Mr. Parrish. The committee reviewed the BGC lease and Mr. Rogalin suggested that Ms. Ostdick contact John Farrell, State's Attorney, who was instrumental in drawing up the lease, for his opinion on who is responsible for payment of these repairs.

Mr. Rogalin also suggested that the office contact the county to see if anyone could conduct a yearly inspection of the Gordon Center building, for informational purposes only.

7. STRATEGIC PLAN

The strategic plan will be discussed at the retreat.

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

9. ADJOURNMENT

The meeting was adjourned at 9:54 a.m.

Respectfully submitted,

John Rogalin, Chair

Kathy Ostdick, Recording Secretary