

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

November 26, 2012

Approved

Committee Members Present: Cynthia Luxton, Eileen Dubin

Staff Present: Donna Moulton, Kathy Ostlick

Other Persons Present: None

1. CALL TO ORDER

Ms. Luxton called the meeting to order at 8:28 a.m.

2. AGENDA

Ms. Dubin moved to approve the agenda; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

3. MINUTES

Ms. Dubin moved to approve the minutes; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

4. OFFICE REPORT

Ms. Moulton reported that the County Board met and the budget was approved. The County Board also approved use of a plot of land for a new facility for the Voluntary Action Center.

Ms. Dubin reported that there is an open house planned this week for the retirement of Ray Bockman.

5. CLAIMS REVIEW

Ms. Dubin moved to approve the agency claims in the amount of \$225,392.45; seconded by Ms. Luxton. The motion passed unanimously on a roll call vote.

Ms. Dubin moved to approve the office claims in the amount of \$2,938.67; seconded by Ms. Luxton. The motion passed unanimously on a roll call vote.

6. FUTURE MEETING DATES FOR 2012 AND 2013

Ms. Luxton reported that Jane Dargatz is willing to serve as Vice President. The committee meeting times will need to be changed to accommodate new officers. Ms. Ostlick will adjust dates and times and email to Ms. Luxton for review.

7. BOARD MEMBERSHIP

Ms. Luxton reviewed the candidates for the open board seat and suggested that candidate letters of interest be presented to the full board at the December Board meeting.

8. PERSONNEL

There was nothing new to report.

9. APPROVAL OF BOARD MEETING AGENDA

The board meeting agenda was discussed.

Ms. Dubin moved to approve the board agenda; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

10. CLOSED SESSION

A closed session was not needed.

13. DATE OF NEXT EXECUTIVE COMMITTEE MEETING: 1/7/13 at 5:30 p.m.

14. ADJOURNMENT

The meeting was adjourned at 8:48 a.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostdick, Recording Secretary