

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

August 4, 2014

Approved

Committee Members Present: Jane Dargatz, Cindy Luxton, Donna Schoenfeld

Staff Present: Kathy Ostdick

Other Persons Present:

1. CALL TO ORDER

Ms. Dargatz called the meeting to order at 5:38 p.m.

2. AGENDA

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

3. APPROVAL OF MINUTES

Ms. Luxton moved to approve the minutes of the amended 6/30/14 meeting; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

Ms. Luxton moved to approve the minutes of the 7/23/14 meeting; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

4. OFFICE REPORT

The office report was reviewed.

The Ben Gordon Center has requested an Individual Care Grant for a child that has come to light in the last few days. The Committee asked for more information and will be discussed at a later time.

5. CLAIMS REVIEW

Dr. Schoenfeld moved to approve the agency claims in the amount of \$156,329.82; seconded by Ms. Luxton. The motion passed unanimously on a roll call vote.

Dr. Schoenfeld moved to approve the office claims in the amount of \$3,770.34; seconded by Ms. Luxton. The motion passed unanimously on a roll call vote.

6. STRATEGIC PLAN – Community Assessment

Ms. Dargatz reported that she and Ms. Luxton met with Dan Templin of the Community Foundation, who has a non-profit partnership that does numerous things; offers in-services, offers discounts on memberships, grant writing collaboration for funders, a donor's forum, NIU N-Gold, Advancing DeKalb County initiative, etc. The cost is approximately \$1,000 to be a member. The Committee discussed the advantages of joining.

7. BOARD MEETING EQUIPMENT

The Committee was shown a tablet with keyboard that would be the suggested model being discussed.

8. COUNTY BUDGET & TAX LEVY PREPARATION – Update

The County 2015 Budget and tax levy request was submitted to the County.

9. CHILDREN’S HOME + AID GY15 GRANT - Update

Children’s Home + Aid submitted the revised GY15 grant proposal. This will be tabled to the next Executive Committee meeting.

10. COLA

A Board member has requested to revisit the COLA decision. This will be discussed at the Board on 8/11/14.

Ms. Luxton moved to go into Closed Session to meet with the Ben Gordon Center Executive Committee at 6:05 p.m.; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

Dr. Schoenfeld moved to return to Open Session at 8:21 p.m.; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

11. SET AGENCY PRESENTATION DATES FOR GY15

The Committee discussed dates for the agencies that are up for their 3-year presentation review.

12. BOARD MEMBER TERMS

The Committee reviewed Board member terms that will be ending December 31, 2014. Ms. Dargatz will contact members before the next Board meeting.

13. BY-LAW REVIEW

Ms. Dargatz presented by-law changes for discussion. The Committee came to a consensus to present the changes to the full Board for review.

14. ED VACANCY

Ms. Dargatz reported on the response rate from the Daily Chronicle advertisement. Ms. Dargatz will write a memo regarding the open position to be sent to the funded agencies.

15. APPROVE BOARD MEETING AGENDA

The Committee reviewed and edited the Board meeting agenda.

16. CLOSED SESSION

Ms. Luxton moved to go into Closed Session at 9:25 p.m.; seconded by Dr. Schoenfeld. The motion passed unanimously on a voice vote.

Dr. Schoenfeld moved to return to Open Session at 9:50 p.m.; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

17. DATE OF NEXT EXECUTIVE COMMITTEE MEETING: 9/8/14

17. ADJOURNMENT

The meeting was adjourned at 9:53 p.m.

Respectfully submitted,

Cynthia Luxton, Vice President

Kathy Ostdick, Recording Secretary