

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**

**FINANCE COMMITTEE**

**MINUTES OF MEETING**

**March 8, 2022**

*The DeKalb County Community Mental Health Board president has determined that an in-person meeting is not practical or prudent because of a disaster.*

*This meeting was held fully remote through the Zoom platform.*

APPROVED

**Committee Members Present:** Marilyn Stromborg, Jane Smith, Meghan Cook

**Office staff:** Deanna Cada, Heaven Allen

**Other Persons Present:**

**1. Call to Order**

Dr. Stromborg called the meeting to order at 6:31 p.m.

**2. Approval of Agenda**

*Ms. Smith moved to approve the agenda, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Ms. Cook, Dr. Stromborg – yes.*

**3. Approval of Minutes**

*Ms. Smith moved to approve the minutes of the 2/1/22 meeting, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Ms. Cook – yes, Dr. Stromborg – yes.*

**4. Office Report**

Ms. Cada shared that she met with Bob Miller, Comptroller of Dekalb County, to go over the financials of the Mental Health Board. Mr. Miller and Ms. Cada discussed the possible need for an extra IMRF payment for Ms. Ostidick.

Ms. Cada shared the new copier will be delivered on Wednesday, April 9, 2022.

**5. Public Comment**

There was no public comment.

**6. Old Business**

A. GY2023 Grant Process – Ms. Cada notified Finance Committee received 56 applications from 23 agencies. Ms. Cada reported that 3 agencies missed the deadline. The finance committee discussed, and it was decided that there would be no exceptions; those applications will not be accepted this year.

a. There are at least seven new requests for funding; recommended date for Agency Funding hearings is April 12<sup>th</sup>.

B. Survey Software Acquisition – CEBiB Community Survey – Ms. Cada reported working closely with Survey Monkey, Quote of \$7,000. Ability to do surveys for the whole year and translate into Spanish and Arabic.

***Dr. Stromborg moved to approve CEBiB Community Survey with full Board consideration at the next meeting, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Dr. Stromborg – yes, Ms. Smith – yes, Ms. Cook – yes.***

- C. Community Investment Funding Grant Application – Ms. Cada reported that we invited FLAP to make a full grant application. A discussion ensued about the remaining Community Investment Funds.

***Ms. Cook moved to approve the FLAP Grant of the total amount with full Board consideration at the next meeting, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Ms. Cook – yes, Ms. Smith – yes, Dr. Stromborg – yes.***

## **7. New Business**

- A. February 2022 claims approval Ms. Smith did a preliminary approval of the claims in February.

***Ms. Cook moved to approve Agency and Office Claims for February 2022, seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote. Ms. Cook – yes, Ms. Smith – yes, Dr. Stromborg – yes.***

- B. March 2022 claims approval

***Dr. Stromborg moved to approve Agency and Office Claims for March 2022, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Dr. Stromborg – yes, Ms. Cook – yes, Ms. Smith – yes.***

- C. Financial Consultant Opportunity – Ms. Cada met with Ms. Hull, Discussed bringing her on as a consultant with the Mental Health Board. Ms. Hull reported that to hire her on would be \$50/hr. Discussed having Ms. Hull come to speak with the Finance Committee in April.
- D. Application for RJS Financial Literacy – The Board reviewed the applicants for this award. It was decided to split the award between 2 recipients

***Ms. Cook moved to award \$600 for accounting class for Erin Eckhardt, FSA, and \$1500 for Account Software training for Trisha Dietrich, Opportunity House, seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote. Dr. Stromborg – yes, Ms. Cook – yes, Ms. Smith – yes.***

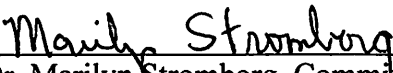
8. One Year and Three-Year Plan Goals - No update

9. Date of next meeting: 04/5/22 at 6:30 p.m.

10. Adjournment

***Ms. Smith moved for adjournment at 7:02 pm, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Dr. Stromborg – yes, Ms. Cook – yes.***

Respectfully submitted,

  
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Dr. Marilyn Stromborg, Committee Chair

  
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Heaven Allen, Recording Secretary