

Hanover Township Mental Health Board
Minutes of the Meeting
August 23, 2012

The meeting was called to order by HTMHB Secretary, Linda Best, at 6:33 p.m. In the absence of chair and vice-chair, Ms Best called for nominations of chair pro temp to preside for the meeting. Bill Burke nominated Kristen Cruthers to serve as chair pro temp. Jan Joerin seconded the nomination. Voice vote was taken. Nomination was approved. Ms. Cruthers called the meeting to order at 6:34 p.m.

Roll Call: Linda Best, Bill Burke, Kristen Cruthers, Terry Gavin, and Jan Joerin present. A quorum was confirmed. Also present: Suzanne Powers, HTMHB Coordinator.

Approval of the Agenda: Motion to approve the agenda moved by Ms. Best, seconded by Mr. Burke. The motion was approved by unanimous vote.

Approval of minutes: Motion to approve the regular meeting minutes of May 22, 2012 moved by Mr. Burke, seconded by Mr. Gavin. The motion was approved by unanimous vote.

Approval of Financials: Mr. Gavin made a motion to approve the May 2012, June 2012, and July 2012 Financial Reports as presented. Motion was seconded by Ms Joerin. Ms Cruthers called for a roll call vote. Motion was approved.

Linda Best	Yes	Bill Burke	Yes
Kristen Cruthers	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

Conference Call with Health Systems Research A conference call was held with Deb Lischwe and Jim Powers of University of Illinois School of Medicine Health Systems Research. Plans and timetable for focus group study as part of the HTMHB needs assessment were discussed. Focus group with MHB will be held at the September 25 meeting. Presentation of results of the study is scheduled for November 13 Board meeting.

Coordinators Report: The Coordinator's report was presented and reviewed.

Unfinished Business There was no unfinished business presented for consideration

New Business

Emergency Funding Requests

Mr. Burke made a motion to approve an Emergency Funding Grant of \$19,591 to Centro de Informacion to support agency services in Hanover Park which have been unfunded by the state. Ms. Best seconded the motion. Discussion ensued. Ms. Cruthers called for a roll call vote. The motion passed.

Linda Best	Yes	Bill Burke	Yes
Kristen Cruthers	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

Mr. Gavin made a motion to approve an Emergency Funding Grant of \$12,000 to Shelter, Inc. to meet additional demand and costs for counseling of foster children in Hanover Township. Mr. Burke seconded the motion. Discussion ensued. Ms Cruthers called for a roll call vote. The motion passed.

Linda Best	Yes	Bill Burke	Yes
Kristen Cruthers	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

Staff Development Grant Requests

Ms Best made a motion to approve a Staff Development Grant of \$1,500 to Boys & Girls Club of Elgin to attend National Club Director and the Midwest Regional conferences for the agency. Ms. Cruthers seconded the motion. Discussion ensued. Ms. Cruthers called for a roll call vote. The motion passed.

Linda Best	Yes	Bill Burke	Yes
Kristen Cruthers	No	Terry Gavin	No
Jan Joerin	Yes		

Ms. Best made a motion to approve a Staff Development Grant of \$750 to American Epilepsy Society to allow one staff member to attend the organization’s annual meeting. Mr. Burke seconded the motion. Discussion ensued. Ms Cruthers called for a roll call vote. The motion passed.

Linda Best	Yes	Bill Burke	Yes
Kristen Cruthers	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

Executive Session: There was no Executive Session.

Other Business: The next meeting of the board will be held September 25 and will include a focus group session at 5 p.m. Results of the focus group study and needs assessment statistics will be presented at the November 13 HTMHB meeting.

Adjournment: There being no further business, Mr. Gavin moved that the meeting adjourn. Ms. Cruthers seconded the motion. The motion passed. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Linda Best
Secretary