

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

The meeting was called to order by Linda Best, secretary, at 6:30 p.m. In absence of board chair, motion was made to elect Marvin Kramer to preside as Chair Pro Temp. Motion was seconded and passed by voice vote.

Mr. Kramer called for the roll call.

**Roll Call:** Linda Best, Bill Burke, Terry Gavin, Jan Joerin, and Marvin Kramer present. A quorum was confirmed. Also present: James Barr, Township Administrator, Suzanne Powers, HTMHB Coordinator. Kristin Cruthers joined the meeting at 6:40 p.m. Also present as participants in the FY14 Grant Hearings Workshop: Theresa Forthofer, Easter Seals of DuPage Fox Valley Region; Lisa LaForge, Family Service Association; Bob Tanner and Nick Demorest, Greater Elgin Family Care Center; Jerry Skogmo, Deb How, and Ricardo Gasca, Renz Center; Dennis Graf, Michelle Potter, Dave Hanchett, The Larkin Center; John Parquette, Hanover Twp. Youth & Family Services.

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

**Workshop – FY14 Grant Hearings:** The Board heard requests for annual grants for FY14 that involve new or substantially increased funding. Presentations included representatives of Easter Seals, Family Service Association, Elgin Family Care, Renz, Larkin Center, and Hanover Twp. YFS.

**Approval of minutes:** Motion to approve the regular meeting minutes of September 25, 2012, moved by Mr. Gavin, seconded by Ms Joerin. The motion was approved.

**Approval of Financials:** Mr. Burke made a motion to approve the September 2012 Financial Reports as presented. Motion was seconded by Ms Joerin. Mr. Kramer called for a roll call vote. Motion was approved.

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

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

**Unfinished Business**

**Community Resource Center Façade Renovation:** Ms Powers reported that renovations are complete with the exception of new signage. The board reviewed proposals and directed Ms Powers to go ahead with installation of a monument type sign.

**New Business**

**Capital Grant Request**

Mr. Burke made a motion to approve a Capital Grant of \$10,000 to the Boys and Girls Club of Elgin towards purchase of a bus to transport clients. Discussion ensued regarding available funds. Point was made that this was a request to extend funding not utilized in FY12. Expenditure depends upon agency identifying additional funders. Mr. Kramer called for a roll call vote. The motion passed.

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

Mr. Gavin made a motion to approve a Capital Grant of \$13,750 to Ecker Center for Mental Health for flooring. Balance remaining in Capital Grant budget (\$6500) was discussed. Board discussion indicated that additional grants for Capital projects could be allocated from unexpended balance for contract services. Based on this understanding, Mr. Kramer called for a roll call vote on the motion to approve the Grant for Ecker Center. The motion passed.

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

Ms Cruthers made a motion to approve a Capital Grant of \$449 to the Epilepsy Foundation of Greater Chicago. Ms Best seconded the motion. Discussion ensued. Mr. Kramer called for a roll call vote. The motion was denied.

Linda Best	No	Bill Burke	No	Kristen Cruthers	No
Terry Gavin	No	Jan Joerin	No	Marvin Kramer	No

Mr. Kramer made a motion to approve a Capital Grant of \$3796.50 to The Larkin Center for renovations at the Shady Oaks Group Home. Ms Cruthers seconded the motion. Discussion ensued. Mr. Kramer called for a roll call vote. The motion passed.

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

#### ***Staff Development Grant Requests***

Ms Joerin made a motion to approve a Staff Development Grant of \$720 to the Greater Elgin Family Care Center to participate in an agency related national conference. Mr. Kramer seconded the motion. Discussion ensued. Mr. Kramer called for a roll call vote. The motion passed.

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

**2013 Meeting Dates:** Ms Powers presented a proposed calendar of meeting dates for the HTMHB for 2013. Mr. Kramer moved that the dates be approved as presented. Mr. Burke seconded the motion. Mr. Kramer called for a roll call vote. The motion passed.

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

**Executive Session:** There was no Executive Session.

**Other Business:** The next meeting of the board will be held November 13. NIU Health Research will present their data on Hanover Township's needs in the areas of mental health, substance abuse and cognitive disabilities at the December 11 meeting.

**Open Comment:** It was announced that Darrell Bice had resigned from the HTMHB due to time constraints.

**Adjournment:** There being no further business, Ms Best moved that the meeting adjourn. Ms Cruthers seconded the motion. The motion passed. Meeting adjourned at 8:37 p.m.

Respectfully submitted,

Linda Best  
Secretary