

**Hanover Township Mental Health Board
Minutes of the Meeting
April 15, 2010**

The meeting was called to order by Julie Runzel, Vice- Chairperson, at 5:02 p.m.

Roll Call: Linda Best, Bill Burke, Marvin Kramer, Julie Runzel present. A quorum was established. Also present: Danise Habun, Executive Director; James Barr, Township Administrator; Mary Alice Benoit, Hanover Township trustee.

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

Approval/Corrections of regular minutes: Motion to approve the minutes of February Executive Session, the March regular meeting and executive session as presented moved by Ms. Kramer, seconded by Mr. Burke. The motion was approved by unanimous vote.

Approval of February, 2010, Financials: Motion to approve the February, 2010, financials as presented moved by Mr. Burke, seconded by Mr. Kramer. Vice-chair Runzel called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	Julie Runzel	Yes

Executive Director's Report: The Executive Director's report was presented and reviewed.

Fy10 Agency Audit Report: Ms. Habun and Mr. Barr reported that Audit report issues raised in regard to Hanover Township Youth Services have been resolved. Methodology for meeting HTMHB audit standards have been established that meet agency confidentiality issues.

Planning Sub-committee Report: Ms. Best reported that plans are on target for the Community meeting scheduled for April 30. In order to facilitate the processing of the Needs Assessment portion of the agenda, the facilitator has recommended the use of special hand-held electronic equipment that allows for the instantaneous gathering of responses. Cost for the equipment is \$1200. Ms. Best moved that the Board approve the expenditure of \$1200 for the purpose of obtaining the use of the survey equipment. Motion seconded by Mr. Kramer. Vice-chair Runzel called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	Julie Runzel	Yes

Approval and Signing of F11 Contracts for Services: Mr. Kramer made a motion the Hanover Township Mental Health Board approve, execute, sign and put into action FY11 Contracts with 34 non-township related agencies as listed in FY11 budget. Mr. Burke seconded the motion. Vice-chair Runzel called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	Julie Runzel	Yes

Mr. Kramer made a motion the Hanover Township Mental Health Board approve, execute, sign and put into action FY11 Contracts with Hanover Township Youth and Family Services as listed in FY11 budget. Mr. Burke seconded the motion. Vice-chair Runzel called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	Julie Runzel	Yes

Impact of Proposed State Budget: Impact of state budget on local agency services was discussed. The dismal effect was outlined by Ms. Habun and noted by Board members.

Resolution to Adopt Personnel Policy of Hanover Township: Hanover Township Personnel Policy and Handbook was reviewed. The intent to assure that HTMHB personnel are subject to policies and expectations consistent with personnel of Hanover Township was discussed. The need for such policies to reflect the relationship of the HTMHB to the Township was noted. Mr. Barr was asked to obtain a proposed resolution for adoption of the Hanover Township policies that clarifies the role and relationship of the HTMHB with regard to its personnel.

Executive Session: Mr. Burke moved to go into executive session pursuant to paragraph 2(c)1 (Personnel) Illinois Open Meetings Act. Motion was seconded by Mr. Kramer. Vice-chair Runzel called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	Julie Runzel	Yes

The board adjourned into executive session at 5:31 p.m.

The Chair called the meeting back to order at 6:17 p.m.

Open Comment: Ms. Habun reminded HTMHB of upcoming dates including Community Meeting, April 30.

Other Business: Workshop plan for Board was discussed. Ms. Benoit was thanked for attending and asked to present history of the HTMHB during Workshop following meeting. Balance of workshop will be presented at next Board meeting.

Adjournment: Mr. Kramer moved to adjourn the meeting. Motion seconded by Mr. Burke. Motion carried. Meeting adjourned at 6:23 p.m.

Respectfully submitted,

Linda Best
Secretary