

**BIG ROCK TOWNSHIP
COMMUNITY MENTAL HEALTH 708 BOARD MEETING
Thursday, October 28, 2010**

MINUTES

The regular meeting of the Big Rock Township Community Mental Health 708 Board was called to order at 7:00 p.m. on Thursday, October 28, 2010, in the Big Rock Township Offices by President Ted McCannon.

Members present: Lorraine Hall, Sue Lee, Ted McCannon, Wilma Phillips

Members absent: Sandra Carr, Mary Stola

Also present: Jerry Murphy and Marti Cross, INC Board

McCannon called for the election of officers for the 2010-11 fiscal year. Wilma Phillips nominated Ted McCannon for the office of President. The motion was seconded by Lorraine Hall and approved on a unanimous vote. President McCannon then asked for nominations for the office of Secretary. Lorraine Hall nominated Wilma Phillips, with a second by Sue Lee. Phillips was elected with another unanimous vote.

Executive Director Jerry Murphy reported to the board that INC staff has received a letter of resignation from Donna Richardson. Donna has served for many years both on the Big Rock 708 Board and on the INC Board. Board members were asked for recommendations for the board vacancy.

McCannon asked for approval of the minutes of the June 14, 2010 meeting. Upon a motion by Lorraine Hall and second by Sue Lee, it was unanimously passed.

In the absence of West Towns Case Coordinator Carol Alfrey, Murphy reported on the activities of the West Towns Human Services Network. In the first two months of the fiscal year West Towns served 82 new clients with 94 contacts and 73 agency referrals. He reported on the various summer festivals at which West Towns was present, as well as several school functions. He also highlighted the opening of the Sugar Grove Senior Citizen's Center in September. Conley Outreach has acquired a new Community Care Team activities coordinator and the Good Grief Day Camp was very successful with ten children in attendance for a week's worth of activities. The camp is for kids who have suffered a loss of a loved one in their immediate family.

Under the Executive Director's Report, Assistant Director Marti Cross reviewed two recent board trainings conducted with the INC Board, much of which is also applicable to the community 708 boards, outlining board fiduciary responsibilities as well as reporting and oversight. It is important that the board understand its responsibilities in this area and aligns with the review of the Annual Report and FY10 Audit.

Cross reported on the INC Board finances in the Operating and Building Funds for the period July 1, 2010, through August 31, 2010. The Building Fund revenues are on track, while expenses are slightly higher than anticipated for the first two months of the fiscal year. In the Operating Fund, 708 revenues are coming in slightly faster than predicted and expenses are slightly under budget.

Cross reviewed FY10 client statistics for the period from July 1, 2009 to June 30, 2010. The number of Big Rock Township residents served in FY10 was 54. Units of service totaled 373. She also reviewed the FY11 client service statistics for the period from July 1, 2010 to August 31, 2010. Number of Big Rock residents served in this period was 19 and units of service totaled 54. INC staff surmises that service decreases are due to overall funding reductions to agencies due to state funding cutbacks and the poor economy. The reduction in units of service was greater than number of residents served, indicating that while agencies are trying to serve as many people as possible, residents are not receiving as extensive service as in prior years.

Cross reported on FY11 tax receipts to date. Receipts from all seven townships total \$1,136,286.27 or 72.55% of the extended FY11 levy. Big Rock Township has made payments of \$9,516.35 or 46.59% to date.

Murphy reviewed the final revisions of the 2010-11 Building and Operating Fund budgets and the 2010-11 Agency allocations. The minor revisions by the INC Board reflect the FY10 end of year reports. It also sets aside \$40,000 for possible use for a pilot program in FY11. Agency allocations remain the same as presented at the June meeting.

Murphy reviewed the recent corporate name change for Mental Health and Mental Retardation Services, Inc. to INC Board, NFP. He mentioned the reasons for the board's decision and reported that INC staff will be completing the details of the corporate changeover during the next couple of months.

Murphy also reported that the 2010 tax levy ordinances have been sent to six all seven townships, after new construction figures were available from township assessors. Requests include the 2.7 % CPI increase as well as an increase for new construction, although the new construction figures were minimal (.14% to 1.05%).

Under Other, Murphy noted the passing on 9/11/10 of Bruce Conley, founder of Conley Outreach Community Services. Bruce will be missed greatly. The board signed a condolences card for Bruce's wife and family, which Carol Alfrey offered to deliver. Murphy reported that Sharon Stredde, Executive Director of The Community Foundation of The Fox Valley received the 2010 Lyle E. Oncken Community Service Award on September 16th at a Community Foundation board meeting. He also reported that a governmental forum held the same day attracted over 460 attendees, including 14 state-wide legislators and candidates and 14 local officials and candidates.

Under New Business, Cross presented the 2009-2010 Annual Report. She indicated that the format is similar to previous years, with some changes to page 11, recently approved by the INC Board. The Annual Report fulfills the organization's goal to be as transparent as possible about

all the funding administered by the INC Board in FY10. Over 200 copies of the report are distributed each year.

Murphy reviewed the 2009-2010 Annual Audit, performed by Walter Halliwell. The audit is considered a “clean” audit, in that there were no findings or recommendations. Murphy noted that in the upcoming year it will be necessary to get a fair market value appraisal performed to conform to new IRS rules for not-for-profits.

Cross reviewed the need for each board member to sign and turn in the Conflict Of Interest form included in their board packet.

There being no further business to come before the Board, the meeting was adjourned on a motion by Lorraine Hall, second by Sue Lee and a unanimous vote at 8:22 p.m.

Respectfully submitted,

Wilma Phillips
Secretary