

**VIRGIL TOWNSHIP
COMMUNITY MENTAL HEALTH 708 BOARD MEETING
Thursday, October 15, 2009**

MINUTES

The regular meeting of the Virgil Township Community Mental Health 708 Board was called to order at 7:00 p.m. on Thursday, October 15, 2009, in the Virgil Township Offices by Executive Director Jerry Murphy.

Members present: Rita Campbell, Pat Kahl, Nancy Olsen, Judith Probst-Yagen, Michael Yagen, Georgianna Zakosek

Members absent: Donna Sauber

Also present: Jerry Murphy and Marti Cross
Mental Health and Mental Retardation Services, Inc.
Carol Alfrey, PhD., West Towns Case Coordinator

Murphy asked for approval of the minutes of the June 25, 2009 meeting. Upon a motion by Rita Campbell and second by Michael Yagen, it was unanimously passed.

Murphy informed the board of the need to elect officers for 2009-10 and asked for nominations for the office of president. Michael Yagen nominated Rita Campbell, with a second by Georgianna Zakosek. Hearing no other nominations, Rita Campbell was declared the new president. Murphy turned control of the meeting over to Campbell. President Campbell then asked for nominations for the office of secretary. Michael Yagen nominated Nancy Olsen, with a second by Georgianna Zakosek. Hearing no other nominations, Olsen was declared the new secretary.

Under the Executive Director's Report, Assistant Director Marti Cross reported on the INC Board finances in the Operating and Building Funds for the period July 1, 2009, through August 31, 2009. In the Building Fund it was noted that our tenant agencies had prepaid rent, resulting in a positive YTD variance for Rental Income. Expenses, overall, were under budget, after adjusting for the lack of a budget figure for depreciation. In the Operating Fund revenue exceeded projections due to earlier than anticipated payments from the townships. Expenses were also under budget, resulting in a positive variance of \$64,595.68 from projections.

Cross reviewed FY09 client statistics for the period from July 1, 2008 to June 30, 2009. She noted this reporting format offers more detail on program usage, in persons served and units of service. The number of Virgil Township residents served in FY09 was 134. Units of service totaled 768. Cross then reviewed the client statistical report for the first two months of FY10, July 1 to August 31, 2009. The new reporting format allows comparison to the base year of FY09, by both agency and program, giving INC staff additional information to monitor shifts in client usage of the programs. Virgil Township residents served in the first two months of FY10

total 44, an increase of seven from the previous year. Units of service totaled 124, a decrease of 37 units. Most decreases can be attributed to service cuts that were made by the agencies in July and August in response to drastic cuts by the State of Illinois in DHS funding.

Cross reported on the 708 Tax Receipts to date. A total of \$7,839.52, or 53.74% of the extended levy, has been received from Virgil Township. From all seven townships 78.26% of the total extended levy has been collected.

Murphy reviewed the revised 2009-2010 Building and Operating Fund Budgets with the board. These budgets were adjusted after the end of the fiscal year at the July INC Board meeting.

Murphy also reviewed the 2009-2010 Allocations authorized by the INC Board. Murphy discussed the INC Board decision to fund Hope For Tomorrow for an additional \$13,350 in recovery homes services after Gateway Foundation ceased operation of the Hope House program in July. Gateway was allowed to keep \$13,350 of the funds originally allocated for Hope House, in order to provide additional outpatient mental health and substance abuse services for these women.

Dr. Carol Alfrey reported on the West Towns activities for July and August. It was a busy summer period with 56 new clients having contacted the West Towns offices. Many are looking for financial assistance. Alfrey reported on the summer festivals and school open houses. She also reported that the Sugar Grove West Towns office will be moving at the end of October to a building owned by Sugar Grove Township. The Rainbows program will be offered after the first of the year. She also mentioned grief activities that will be offered at the Conley Farm this month. Carol gave a brief update on Bruce Conley. President Campbell and the board thanked Carol for the report and all her hard work.

Murphy discussed recent state budget cuts and effects on local services. The state budget situation is expected to worsen near the end of the calendar year and additional cuts are anticipated. Murphy reported that a group of developmental disability consumers and providers may be attempting to put a referendum on a ballot on 2010 to establish a 377 or Developmental Disabilities Levy and Board in Kane County. INC hopes that any DD levy would be coordinated with the existing nine 708 boards in Kane County. Murphy also reported he will be working on the Three Year Plan shortly and invited board members to contribute any thoughts or ideas.

Under New Business, Cross presented to the board the approved Annual Report for 2008-09, reviewing the few changes in content and format. The emphasis of the Annual report is to document the flow of local tax dollars from the townships, thru INC, resulting in services for clients of south Kane County.

Murphy reported to the board on the 2008-09 Audit of INC's finances. It was a "clean" audit with no findings.

The Conflict of Interest forms distributed earlier in the meeting were collected by INC staff and will be reviewed by the INC Board Executive Committee after all of the township 708 meetings.

INC staff reported to the board that Donna Sauber has requested to leave the Virgil 708 Board. Supervisor Probst-Yagen indicated that she would start seeking a replacement for appointment. INC staff offered their help in finding a suitable candidate. It was noted that this was the first board member to leave since the board's original appointment.

There being no further business to come before the Board, the meeting was adjourned on a motion by Michael Yagen, with a second by Georgianna Zakosek at 7:57 p.m.

Respectfully submitted,

Nancy Olsen
Secretary