INC Board, NFP
BOARD OF DIRECTORS MEETING
Monday, May 18, 2020

MINUTES

Members Present: Christina DeLeon, Joel Grámirez, Kathy Hooey, James Hopp, Cathy Hoyda, Evelyn Hull, Marilyn Jacobsen, Terry Lanthrum, Ken Rojek, TJ Vaughan, John Whildin, Russ Wolf, Michael Yagen

Members Absent: Eva Serrano

Staff Present: Dalila Alegria, Dagoberto Contreras, Colleen Balija

The annual meeting of the Board of Directors of INC Board, NFP for May 18, 2020 was called to order at 7:00 PM via conference call by President Ken Rojek. A roll call sign in sheet was completed by Administrative Assistant Colleen Balija.

Rojek asked for approval of the Agenda. Marilyn Jacobsen made the motion to approve with a second by Joel Grámirez and was unanimously passed.

Rojek asked for a motion to approve the Consent Agenda. James Hopp made the motion with a second by Evelyn Hull and it was unanimously approved.

Under Information Items, Dalila Alegria went through the Executive Director report and highlighted the status of working remotely as the result of COVID-19 pandemic and installation of the new HVAC system.

Rojek asked if there were any questions with the unaudited Service Statistical report through April 2020. There were 8,102 residents that received 92,635 units of service. The Building Stats for the same period totals 248 clients that received 31,595 units of service.

Alegria presented the 2019 Tax Extension report, noting that the requests and extensions were fairly comparable with the exception of one township.

Russ Wolf recommended on behalf of the Nominating Committee that Jacobsen and Wolf have their three-year terms renewed, and Christina DeLeon will step down on June 30, 2020. A motion was made by Kathy Hooey with a second by Terry Lanthrum, and passed unanimously.

Upon the request of Rojek, Cathy Hoyda motioned for an adjournment. With a second by Hull, it was unanimously passed to adjourn the meeting at 7:12 PM.

The second half of the annual meeting of the Board of Director of INC Board, NFP for May 18, 2020 was called to order at 7:12 PM via conference call by Rojek. A roll call sign in sheet was completed by Balija and all the original attendees were present.

Under New Business was the election of a Temporary Chair and Secretary. Consensus was made by the board that Kathy Hooey act as Temporary Chair and TJ Vaughan as Temporary Secretary. With no other nominations from the floor, it was unanimously approved.

Hooey made a recommendation to accept the slate of officers as proposed: President Ken Rojek, Vice President Russ Wolf, Secretary Marilyn Jacobsen, Treasurer John Whildin, and Directors T.J. Vaughan and Terry Lanthrum (Immediate Past President). No other nominations were brought to the floor. The motion was made by Whildin and second by Hoyda and passed unanimously.

Dagoberto Contreras presented the proposed INC Board meeting schedule for 2020-2021. Whildin made a motion to approve with a second by Hopp and it was unanimously approved.

Contreras presented the Committee Descriptions for FY21. Contreras asked the board to contact him directly with each member's committee selections.

Balija informed the board that new Conflict of Interest forms needed to be filled out for FY21. All members may send completed forms directly to Balija. Disclosures will be reviewed by the Executive Committee prior to the July meeting.

Alegria reported on recommendations for the FY20-21 Audit. The board recommended having Weiland & Company provide the Audit. Whildin made a motion to approve with a second by Christina DeLeon, and the motion was approved.

Alegria presented the Banking Resolution for FY21. Jacobsen moved to accept the 2020-2021 Banking Resolutions as written and with a second by Vaughan, it was passed unanimously.

The preliminary budget for 2020-2021 was reviewed by Alegria. She noted decreases in expense lines due to the new HVAC system and postage, and an increase to rental income. Alegria indicated that the year–end figures for this budget are estimated and an amended budget will be submitted at the July INC Board Meeting. Whildin made the motion to approve the proposed preliminary 2020-2021 Budget, with a second by Hooey, it was unanimously approved.

Vaughan, Program Committee Chair, presented the proposed 2020-2021 Allocations on behalf of the Program Committee. Vaughan reviewed the process used by the committee and different factors considered in coming to its recommendations. Hull made a motion to approve, it was seconded by Vaughan, and it was unanimously approved.

Alegria reviewed the Recommendations of the 2020 Tax Levies. Jacobsen motioned that the recommendations for 2020 Tax Levies be approved. Hopp seconded the motion and it was passed unanimously. This recommendation will be passed on to the seven 708 Community Mental Health Boards for their approval.

Alegria provided the Building & Property Update and informed the board of the discussions occurring with the involved parties.

Alegria reviewed an FFS Contract Proposal that left unused funds due to the COVID-19 pandemic. After some discussion, the board amended the proposal. Whildin made the motion to accept the Amended Proposal, seconded by Lanthrum, and it was unanimously approved.

There being no further business before this Board, Vaughan motioned for an adjournment. There was a second by Hoyda and it was unanimously passed to adjourn the meeting at 8:06PM.

Respectfully submitted,

Eva Serrano,

Eva Serrano, Secretary