

INC Board, NFP
BOARD OF DIRECTORS MEETING
Monday, May 21, 2018

MINUTES

Members Present: Kathy Hooey, James Hopp, John Intrain, Marilyn Jacobsen, Terry Lanthrum, Ken Rojek, Eva Serrano, TJ Vaughan, John Whildin, Russ Wolf, Michael Yagen

Members Absent: Cathy Hoyda, Evelyn Hull, Ray Weaver

Staff Present: Jerry Murphy, Dalila Alegria, Eileen Maryanski

Guests Present: Sally Bruce, Sugar Grove Township 708 Board President
Jody Springsteen, Kaneville Township 708 Board Member

The annual meeting of the Board of Directors of INC Board, NFP for May 21, 2018, was called to order at 7:00PM in the INC boardroom at 400 Mercy Lane, Aurora by President Terry Lanthrum. President Lanthrum asked for a moment of silence for deceased board member John Reese who passed away on April 11, 2018. A roll call sign in sheet was passed around.

President Lanthrum asked for approval of the Agenda. Ken Rojek motioned for approval, it was seconded by Russ Wolf and was unanimously passed.

Under Introductions, Executive Director Jerry Murphy introduced Sally Bruce from the Sugar Grove Township 708 Board and Jodi Springsteen from the Kaneville Township 708 Board to the meeting and stated that they were there to observe the meeting.

President Lanthrum asked for a motion to approve the Consent Agenda. TJ Vaughan made the motion with a second by Kathy Hooey and it was unanimously approved.

Under Ongoing Business, Eileen Maryanski, Administrative Assistant, reviewed the unaudited service statistical report for the first ten months of FY18. The totals were 8,936 residents received 148,328 units of service. The Building Stats for the same period totaled 243 clients received 30,929 units of service.

Murphy presented the 2017 tax extension report. He reported that there is an increase of approximately \$53,000 for use in 2018-2019 with a 2.1% CPI. We will be working with the two townships where the levy was reduced due to the extension process.

Rojek, on behalf of the Nominating Committee, recommended that Eva Serrano and Evelyn Hull have their three-year terms renewed. A motion was made by Wolf with a second by Vaughan, and passed unanimously.

Operations Manager, Dalila Alegria presented the third quarter outcomes report. She stated that a majority of the agencies had submitted them. Agency audits will be conducted at three agencies this summer.

Murphy went through the Staff Report and highlighted meetings with both AID and Gateway regarding INC-owned buildings and rental rate for FY19. He stated that further Property & Facilities Committee meetings with AID will be put on hold until a new executive director is announced. Murphy also reviewed the many events and presentations that staff attended during the months of April and May.

Under Other, Murphy explained INC's membership in ACMHAI and passed around their annual report for board members to view. He also noted that with the passing of John Reese, there is a vacancy on the board and would like to fill by new fiscal year in July.

Upon the request of President Lanthrum, John Intrain motioned for an adjournment. With a second by Eva Serrano it was unanimously passed to adjourn the meeting at 7:15PM.

INC Board Members went into a four-minute recess/break.

The second half of the annual meeting of the Board of Directors of INC Board, NFP for May 21, 2018 was called to order at 7:19PM in the INC boardroom at 400 Mercy Lane by President Lanthrum. A roll call sign in sheet was passed around and all the original attendees were present.

The first order of business was the election of a Temporary Chair and Secretary. Michael Yagen moved that Kathy Hooey act as Temporary Chair and John Whildin as Temporary Secretary. With no other nominations from the floor, there was a second by Vaughan and it was unanimously approved.

Rojek made a recommendation to accept the slate of officers as proposed: President, Ken Rojek, Vice President, Russ Wolf, Secretary, Eva Serrano, Treasurer, John Whildin, and Directors, Ray Weaver and Terry Lanthrum (Immediate Past President). No other nominations were brought to the floor. The motion was made by Intrain and second by Jim Hopp and passed unanimously.

Murphy took a moment to present Lanthrum with a plaque for his service as president.

President Rojek asked for approval of the proposed Board Meeting Dates for 2018-2019. Hooey made the motion to approve with a second by Intrain and it was unanimously approved.

Alegria presented the committee options and board members selected their committee assignments for FY19. Murphy noted that absent members would be contacted for their choices and an updated committee sheet will be provided at the July meeting. President Rojek will be an ex officio member of each committee.

President Rojek reported that there were two board members that disclosed a conflict of interest. The Executive Committee reviewed the conflicts and determined that: "Regarding the INC Board members who disclosed a conflict, those members will not be present during specific funding discussions and/or decisions on those specific agencies".

Murphy informed the board that the Finance Committee and staff recommend having Weiland & Company provide the audit for FY18. Intrain made a motion to approve with a second by Yagen, and the motion was approved.

Vaughan moved to accept the 2018-2019 Banking Resolutions as written and with a second by Hopp, it was passed unanimously.

The preliminary budget for 2018-2019 was reviewed by Murphy. He indicated that the it shows a deficit of \$33,391. Murphy 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 2018-2019 Budget, with a seconded by Lanthrum, it was unanimously approved.


Vaughan, Program Committee Chair, presented the proposed 2018-2019 Allocations on behalf of the Program Committee. Vaughan reviewed the process used by the Program Committee and the different factors considered in coming to its recommendations. Vaughan made a motion to approve; it was seconded by Wolf and unanimously approved. Due to Russ Wolf's conflict of interest with AID, his vote to approve the list of FY19 allocations specifically excluded AID, as he recused himself.

Murphy reviewed the proposed tax levies. Hooey motioned that the recommendations for 2018 Tax Levies be approved. Yagen 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.

Under Other, Murphy stated that the Property & Facilities Committee will meet once AID has their new ED in place and the Program Committees will decide if they would like to meet to discuss the reserve fund. Rojek reiterated the details for John Reese's Celebration of Life on June 8, 2018.

There being no further business before this Board, Whildin motioned for an adjournment. There was a second by Serrano and it was unanimously passed to adjourn the meeting at 8:08PM.

Respectfully submitted,


Eva Serrano, Secretary