

## Minutes for the HTMHB for May 15, 2007

Meeting was called to order by Chairperson, Ruth Beckner at 7:04 p.m.

### **1. Welcome/Roll Call**

Attendance: Board members: Ruth Beckner, Gabrielle Infusino, Katy Dolan-Baumer, Mary Alice Benoit, Brian Gorcowski, Board member, Sandra Deenihan joined the meeting after the initial call to order, Director, Danise Habun; Guests: David Roesler of Open Door Clinic and Laura Nykaza of Examiner Publications. Board member, Rita Lopiczekski was absent.

### **2. Approval of Agenda**

M.A. Benoit moved that the agenda be amended to move the Presentation by Open Door Clinic from Item 8(1) to item 4 on the Agenda. K. Dolan-Baumer seconded the motion. All voted aye. The motion carried.

### **3a. Approval of Minutes from April 11, 2007**

K. Dolan-Baumer moved to approve the minutes as submitted, M.A. seconded the motion. Ruth Beckner requested that absences be listed at the top of the agenda along with those present. Also she requested that her name be stricken from the tally of votes taken for item 4a since she was in fact absent on that day. Also she requested that the word "event" be added to item number 7e following the word "The" in the final sentence. K. Dolan-Baumer moved to accept the minutes as amended. M.A. Benoit seconded the motion. All voted aye. The motion carried.

### **3b. Approval of Minutes from April 11, 2007 Executive Session**

K. Dolan-Baumer moved to approve the minutes of the Executive Session as submitted. G. Infusino seconded the motion. All voted aye. The motion carried.

### **4. Open Door Presentation**

David Roesler presented a report on the activities of the Open Door Clinic. In the beginning, the Open Door Clinic was established in the 1980's in response to the emerging AIDS crisis and in those days basically they helped prepare people to die. Now the prospects of surviving long term with HIV have significantly improved and the Open Door Clinic helps people to get tested and to deal with the stigma of living with HIV. They use education and mental health assessments on each new patient and help them with issues such as drug abuse and transient living situations and offer counseling. They are working with churches in African American communities to try and reach those who are still reluctant to get testing and treatment. According to Roesler, the stigma of living with HIV remains high in all communities but is especially a challenge in the African

American community. Open Door Clinic finds approaching this segment of the population through churches has been very successful. Anywhere from 6 to 12 residents of Hanover Township receive services from the Open Door Clinic each year.

#### **4a. Review of Financials from April 2007**

M.A. Benoit moved to accept the April financials as submitted. B. Gorcowski seconded the motion. D. Habun discussed that some incorrect line items numbers were used in establishing the yearly budgets and that they are being corrected in the system. K. Dolan-Baumer requested additional information on the benefits of ACMHAI membership. A roll call vote was taken. G. Infusino, aye, K. Dolan-Baumer, aye, B. Gorcowski aye, S. Deenihan, aye, M.A. Benoit, aye, R. Beckner, aye. The motion carried.

#### **5. Directors Report- submitted**

D. Habun presented her report to the board. The report was submitted.

#### **6. Community Resource Center**

a. **Security System Update-** D. Habun reported that an agreement for the installation of “panic buttons and two wall mounted hallway mirrors” at the Community Resource Center was executed in the amount of \$1,671.00 with Fox Valley, our current security provider at CRC, and that the work should be completed around May 17 or 18<sup>th</sup>.

b. **Recommendations for vendor –electrical work** M.A. Benoit moved to approve the installation and improvement of external lighting and for the maintenance of the existing cooling units by Bull Dog Heating and Electric in the amount of \$3,450.00. B. Gorcowski seconded the motion. After discussion, it was suggested by K. Dolan-Baumer that the words “not to exceed the amount of \$3,450.00” be added to the motion. M.A. Benoit amended her motion to reflect the change. B. Gorcowski seconded the motion to amend. A roll call vote was taken. R. Beckner- aye, K. Dolan-Baumer, aye, G. Infusino, aye, S. Deenihan, aye, B. Gorcowski, aye, M.A. Benoit, aye. The motion carried.

c. **Recommendations for vendor- telephone system upgrade** D. Habun reported that to install a new telephone system at the CRC the cost will be \$19,913.00 without the addition of new telephones. New phones will cost an additional \$7,217.00. K. Dolan-Baumer questioned whether it was the telephones themselves that were breaking down or was it the system that kept crashing. D. Habun responded that it was the system. The new system will be wireless and will be compatible with the current system used by the Township. M.A. Benoit asked that with the new system, would someone be able to call the Township and then be transferred over to the Community Resource Center. D. Habun responded that it should be possible with the new system. K. Dolan-Baumer moved to approve the installation of a new telephone system by Parlance Technology in an amount not to exceed \$19,913.00. A roll call vote was taken. R. Beckner, aye, K. Dolan-Baumer, aye, G. Infusino, aye, S. Deenihan, aye, B. Gorcowski, aye, M.A. Benoit, aye. The motion carried.

K. Dolan-Baumer moved to approve the purchase of new telephone units in an amount not to exceed \$7,217.00. M.A. Benoit seconded the motion. It was discussed whether or not the current phones would be compatible with the new system and would the old phones allow for the

use of all the new features. D. Habun responded that she was not sure whether or not the current phones would work with the new telephone system or not. K. Dolan-Baumer amended her motion to table this matter to the August meeting so that additional information regarding compatibility and whether or not there was a guarantee on the new telephones could be obtained. B. Gorcowski seconded the amendment. All voted aye, except for R. Beckner who voted nay. The motion carried.

**d. Recommendations for vendor- IP wiring upgrade**

**e. Update on Parking lot-** D. Habun reported that the condition of the parking lot is very bad and needs to be totally redone. The amount of the project will exceed \$25,000 and will need to be put out to bid

**7. On Going Business**

**a. Tide Project:** D. Habun reported on the number of those using the TIDE program has been stable with no new changes in the number of people using the system.

**b. DVD Project:** M.A. Benoit reported that she is still working on the editing of the DVD. It is too long and the content can be a lot tighter, but there has been difficulty in getting the DVD to the desired 5 minute length..

**c. Web Database Project:** D. Habun reported that the grant database system is very easy to use and that 13 staff people from various agencies have been trained on the new system. The third quarter voucher process was done by the database and it worked well. D. Habun is working with the vendor to be able to complete quarterly reports with the database. The first quarterly report should be available by the August meeting. The updating of the system is covered generally in the annual website up and running and users are reporting it to be an improvement over the old system. Additional training may take place later in the month.

**d. Strategic Planning Final Session-** The Strategic Planning final session is scheduled for May 19<sup>th</sup> at the Community Crisis Center in Elgin beginning at 9 a.m. Subway sandwiches will be served.

**e. 30<sup>th</sup> Anniversary Celebration-** S. Deenihan reported that someone is donating the centerpieces for the celebration and that they would be wonderful. R. Beckner asked how we were doing on contacting and locating former board members. She was still in contact with one of the original members and would see if she had any additional information.

**f. After Hours at the CRC May 10<sup>th</sup>** D. Habun reported that the attendance at the After Hours was well attended and that there was much interest about the CRC generated among those in attendance. . It was suggested that another event take place next year.

**g. House Bill 909/Senate Bill 1253 updates**

D. Habun reported that both bills passed out of committee in the Senate and in the House and that final votes were expected within the next few weeks.

**h. Community Resource Specialist Position**

D. Habun reported that two resumes had been received so far and that she would continue to circulate information regarding the position for another two weeks. The job description appears on our website and a small ad was placed in the Sunday edition of the Daily Herald. Neither of the two candidates that have applied to date is bi-lingual.

**i. Board Elections** – R. Beckner stated that she was not at the last meeting and was unable to express her interest in being considered for the vice-chair position. D. Habun reported that according to parliamentary procedure, nominations could still be taken from the floor and

that she had prepared ballots in order to accept such nominations. S. Deenihan moved to vote on the slate of nominees that were presented at the April meeting. K. Dolan-Baumer seconded the motion. A roll call vote was taken. R. Beckner, nay, K. Dolan-Baumer, aye, G. Infusino, nay, S. Deenihan, aye, B. Gorcowski, nay, M.A. Benoit, nay. The motion failed to carry. R. Beckner questioned the practice of having a member of the Township board serve as Vice Chair since it could create a conflict of interest.

G. Infusino moved to re-open nominations. K. Dolan-Baumer seconded the motion. All voted aye. The motion carried.

K. Dolan-Baumer nominated M.A. Benoit for Chairperson. S. Deenihan seconded the nomination.

M.A. Benoit nominated S. Deenihan for Vice Chairperson. K. Dolan Baumer seconded the nomination.

R. Beckner nominated herself for Vice Chairperson and B. Gorcowski seconded the nomination.

K. Dolan Baumer nominated herself for Secretary and S. Deenihan seconded the nomination.

Nominations were closed and a written ballot was taken on the nominees.

The Secretary tabulated the written ballots, M.A. Benoit was unanimously voted Chairperson, K. Dolan-Baumer was unanimously voted Secretary and the vote for Vice Chairperson was tied three votes for S. Deenihan and three votes for R. Beckner. After much discussion and consultation with Roberts Rules of Order, nominations for Vice Chairperson were re-opened and M.A. Benoit nominated B. Gorcowski for Vice Chair, K. Dolan-Baumer nominated S. Deenihan for Vice Chair and R. Beckner nominated herself for Vice Chair. A second written ballot was taken for Vice Chairperson only and was tied two votes for B. Gorcowski, two votes for S. Deenihan and two votes for R. Beckner. M.A. Benoit moved to table the vote for Vice President until the August 21<sup>st</sup> meeting. K. Dolan Baumer seconded the motion. All voted aye, the motion carried.

j. **FY08 Agency Contract Signing-** Five additional agency contracts were signed by the Chairperson and Secretary.

## 8. **New Business**

2) **Celebrando A Las Mujeres-2<sup>nd</sup> Annual-** D. Habun is working with other interested agencies in planning this event to be held on Oct. 27, 2007.

## 9. **Upcoming Events**

D. Habun presented a list of upcoming events and asked board members to notify her as soon as possible as to what events they were able to attend.

10. **Open Comment-** Sandra thanked Ruth and Danise for their good work on the 30<sup>th</sup> Anniversary Special R. Beckner asked for volunteers for Special Olympics golf tournament to be held in August.

## 11. **Executive Session**

K. Dolan-Baumer moved to adjourn into Executive Session pursuant to 2(c)1 of the Open Meetings Act for discussion concerning matters of personnel. M.A. Benoit seconded the motion. All voted aye. The motion carried. The board adjourned into executive session at 8:54 p.m.

The board came out of Executive Session at 9:17 p.m.

**Adjournment**

K. Dolan-Baumer moved to adjourn the meeting, G. Infusion seconded the motion. All voted aye. The motion carried.

Meeting adjourned at 9:18 p.m.

Respectfully submitted electronically,  
Mary Alice Benoit  
Secretary