

Hanover Township Mental Health Board

Minutes of the Special Meeting

July 25, 2007

The meeting was called to order by Chairperson Mary Alice Benoit at 7:05 PM.

Roll Call: Sandy Westlund-Deenihan, Brian Gorkowski, Gabrielle Infusino, Katy Dolan Baumer, and Mary Alice Benoit; a quorum was established. Rita Lopienski, Gabrielle Infusino and Ruth Beckner joined the meeting at 7:08 PM. Executive Director Danise Habun was also present.

Approval of/Additions to Agenda:

Danise Habun asked that the Board consider adding the approval of the laptop computer purchases to the agenda. Rita Lopienski motioned that the agenda be amended to include under Other Business, the purchases of laptop computers, and approve the agenda as amended. Motion was seconded by Sandy Westlund-Deenihan and passed by unanimous consent.

Parking Lot Rehabilitation at the Community Resource Center (1535 Burgundy Parkway) Civil Engineering Services Proposal

Gewalt Hamilton Associates, Inc. presented a proposal outlining the professional services needed for preparation of construction documents to rehabilitate the parking lot, driveways and drive aisles at 1535 Burgundy Pkwy. (Community Resource Center) in Streamwood. This proposal was reviewed by the HTMHB attorney and found not to be lacking; this proposal was reviewed by the Hanover Township attorney and an addendum modifying the agreement was presented along with the proposal for our approval.

A motion was made by Katy Dolan Baumer to accept the proposal from Gewalt Hamilton Associates, Inc. along with the addendum. Gabrielle Infusino seconded the motion. Discussion ensued regarding the bidding process. Mary Alice Benoit closed discussion and asked the Secretary to take the roll on the vote.

Sandy Westlund Deenihan	Yes	Ruth Becker	Yes
Gabrielle Infusino	Yes	Mary Alice Benoit	Yes
Brian Gorkowski	Yes	Rita Lopienski	Yes
Katy Dolan Baumer	Yes		

Hanover Township Community Resource Center (1535 Burgundy Parkway) Sub-Lease Agreements

The MHB lease with the Township prohibits the distribution of medications from the Community Resource Center. It came to the attention of Mary Alice Benoit that one tenant was indeed distributing medications; she then checked with the Township attorney who requested that this practice be stopped immediately. A sub-lease agreement was drafted and approved by both the MHB attorney and the Township attorney. Danise Habun was in the process of getting them signed by the tenants, who were offering no resistance to the amendment. A copy of the agreement will go in each tenant's file and will become part of their current lease and of that for future tenants. This item was presented for the Board's information only.

Other Business: Purchase of Two Laptop Computers

Motion was made by Katy Dolan Baumer to purchase two laptop computers; Brian Gorkowski seconded the motion. Discussion ensued including reason for purchase of two computers (one for Danise and one for Veronica Noland), the restricted use of MHB property, specifically computers, on MHB time; Danise Habun stated that the MHB abides by the Township policy regarding the use of technology solely for MHB related work. Concerns were need for TIDE program recording, forms transfer across platforms, access to the server, etc. Perhaps upgrading one computer and purchasing another would be an option. Is Danise's computer too old? Money is in the budget for the purchase of computers. Katy Dolan Baumer amended the proposal to: Motion to approve the purchase of two Vostro 1000 computers at \$1,230 each. Sandy seconded the motion.

Sandy Westlund Deenihan	No	Ruth Becker	Yes
Gabrielle Infusino	Yes	Mary Alice Benoit	Yes
Brian Gorkowski	Yes	Rita Lopienski	Yes
Katy Dolan Baumer	No		

Motion to Adjourn was made by Ruth Beckner and seconded by Rita Lopienski; motion passed unanimously and the Chair adjourned the meeting at 7:32 PM.

Respectfully submitted,



Kathleen M. Dolan Baumer
Secretary