

CORRECTED AND APPROVED

April 10, 2010

NAMI Texas Board Meeting

March 03, 2010

Conference Call

The monthly meeting of the Board of Directors of NAMI Texas was held as scheduled. John Dornheim called the meeting to order at 7:00 p.m.

Attendance:

Directors present: John Dornheim , Eric Willard, Sharon DeBlanc, Andrea Hazlitt, , Basil Casteleyn, Jr., Polly Ross Hughes, Karen Garber, Paula Hendrix

Directors absent : David Gibson, John Tatum, Jane Harmon, Jody Schulz, Elvia Ruelas

Ex-officio members present: Maurice Dutton, Patti Haynes, past president

Ex-officio members absent: Andy Gibson, Cliff McGlotten

Staff: Robin Peyson, Kristalle Jaime

Quorum:

John Dornheim noted that a quorum was present.

Action Item: Approval of Agenda for today's meeting:

Sharon DeBlanc moved to approve the Agenda. Second was made by Karen Garber. It was unanimously ***Resolved*** to approve the agenda.

John Dornheim asked if anyone had a conflict of interest with any item on the agenda. None were noted.

Action Item: Approval of Minutes

Basil Casteleyn, Jr., moved to accept the minutes as submitted. Second was made by Karen Garber. It was unanimously ***Resolved*** to approve minutes as submitted.

Executive Director's Report:

Robin Peyson reviewed the submitted report of her activities for the month. Robin reported that the NAMI National database, Touchbase, is still not working and continues to crash repeatedly. There is no time frame for the system to be functional. NAMI Texas' database, eTapestry, is on line and affiliates are receiving their passwords to begin entering data. Robin also reported that Karen Garber is contributing \$5,000 towards our eTapestry system. Margaret McKoin will be meeting with the Speedway staff about their planned spring fundraiser that will also result in a donation to NAMI.

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Auditor's Report:

Pete Allman with Allman and Associates reviewed their completed audit for years ending August 31, 2008 and 2009. Suggestions were made for the segregation of duties of staff for a better checks and balance system.

Action Item: Finances:

Basil Casteleyn, Jr., reviewed the submitted financial statements. The beginning checking and savings balance as of December 31, 2009 was \$232,307.88. As of January 31, 2010, the checking and savings balance was \$248,327.30. Total expenses for January were \$64,056.33. The Net income for January was \$8,427.12.

Eric Willard made a motion to approve the Treasurer's report as given. Polly Ross Hughes seconded. It was unanimously **Resolved** to accept the report.

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Old Business:

Action Item: John Dornheim reviewed all open action items. A list of all open items is located at the end of the minutes.

NAMI Texas Committee Assignments and voting of outside members onto committees:

Action Item: Eric Willard made a motion to appoint Phil Cates to the Policies and Procedures Committee. Polly Ross Hughes seconded. It was unanimously **Resolved** to appoint Phil Cates to the Policies and Procedures Committee.

Action Item: Eric Willard made a motion to appoint John Dickinson, Luz Elena Huffman, Margaret McKoin and Paty Orduna to the Fundraising Committee. Sharon DeBlanc seconded. It was unanimously **Resolved** to appoint submitted names to the Fundraising Committee.

Committee Reports:

Education Committee Report:

Paula Hendrix reported that Ed and Jackie Dickey had been approved by NAMI National to attend Basics teacher training in Jackson, Mississippi Mar 19-21 and train the trainer training in St Louis, Missouri Apr 22-25.

Nominating Committee:

Sharon DeBlanc reported that the committee had interviewed Kathryn Cantrell who had been recommended by Karen Garber for a position on the Board. However, due to Kathryn's commitment to become a Foreign Service Officer for overseas deployment, the committee agreed to decline this recommendation.

Action Item: John Dornheim will send the Gap analysis for choosing Board members.

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Conference Committee Report:

John Dornheim reported that 3 speakers have been secured: Dr. Martinez with the Hogg Foundation, Kevin Sullivan a member of NAMI National Board of Directors, and Pete Early, author of *Crazy*. SAMSHA plans to send Kathryn Powers the Director of Mental Health Services.

New Business:

NAMI Leadership Conference and Standards of Excellence:

Due to time limitations this item is postponed until our meeting in April in San Antonio.

Strategic Plan:

Robin Peyson reviewed the 4th revision of the draft for our Strategic Plan. The goals have been increased from 3 to 4 and the length of the plan has been increased from 2 years to 3 years. There is a revised Mission Statement. This Strategic Plan represents new ideas on the leading edge of where mental illness needs to go.

Action Item: The Strategic Plan will be reviewed further at our April meeting for formal adoption and assignment of committees.

Non-affiliate Administrative Support Guidance:

Discussion was held on the best way for NAMI Texas to help start-up affiliates while they are in the process of getting their 501 C (3). **Action Item:** Karen Garber will send a copy of a Memorandum of Understanding to be reviewed and discussed at the April meeting. Robin Peyson will look for grants to help develop new affiliates.

GMTA Update:

This update is on hold pending further information on specific items designated by the Executive Committee.

Sharon DeBlanc made a motion to adjourn at 9:00 p.m.. Eric Willard seconded. It was unanimously **Resolved** to adjourn the meeting.

Open Action Item Review: the following items have not been closed:

Action Item <postponed> Discussion for an Advisory Development Committee will be discussed at a future date, to be announced. (Development Director and Robin Peyson) still pending

Action Item <open> The Ad-hoc committee to review, update, and possibly put Board book information on CD or webexone will meet with Robin Peyson and final decisions should be completed by August 20. – Revised Board Book is posted on webexone and all Board members should review. Sharon did not receive suggestions emailed by Andrea Hazlitt and Eric Willard. They will resend and a revised draft will be posted on the webexone site. Eric will call Robin and verify this item is completed by March 10.

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Action Item <open> The Ad-hoc committee for domain name procedures for the internet will write a policy and present it to the Board. David Gibson is the Chair of this committee. (still pending—need to find someone to help)

Action Item <pending> Education Committee to resolve specified issues on licensing GMTA to outside organizations.- pending until Executive Committee resolves specific stated issues

Action Item <pending> Education Committee to resolve specified issues on curriculum for generation recovery for the elderly.- pending - Robin is communicating with Pfizer on options and will discuss in April and will also find out about other similar programs already written

Action Item <open> John Dornheim develop plan to address NAMI National email campaign – pending – John D. will talk with several NAMI National Board members about adding this topic on the agenda for the National Conference – will report at April meeting

Action Item <open> Karen Garber will send a copy of a Memorandum of Understanding to be reviewed by the April meeting.

Action Item <open> Board Members will review the revised draft for the Strategic Plan to discuss at the April Meeting for formal adoption

Action Item <open> John Dornheim will send GAP Analysis for choosing Board Members