NORTH RIVER EXPANDED MENTAL HEALTH SERVICES
PROGRAM GOVERNING COMMISSION

St. John's Episcopal Church Parish Hall
3857 N. Kostner Avenue, Chicago, IL

Wednesday, July 15, 2015

Commission Members

Joyce Zick, President Present	Rosemary Tirio, Secretary-Absent	Mary Shehan – Treasurer Present
Mary Tinich - absent		Archbishop Dr. Jacob Agepog
Roger McGill - present	Joan Liautaud - absent	Gloria Centeno – present
Candace Gabriel - Present		
Also present: Roger AbiNader, Admin Asst./Bookkeeper present Community: Mike Snedeker, Coalition to Save Our Mental Health Centers		

I. WELCOME
President Zick called the meeting to order at 7:00 PM

II. APPROVAL OF MINUTES FROM June 17, 2015

Mary Shehan's name was corrected throughout. Candace Gabriel was in attendance.

Motion to approve as corrected: R. McGill.. Second: Archbishop Agepog.
Passed unanimously.

III. TREASURER'S REPORT

Mary Shehan has been working with Wintrust to get access to the account there. Access is only electronic, on line. She has completed many forms as part of the process of switching the control of the account to her.

M. Shehan would like the Finance Committee and the Building and Personnel Committee to meet in the very near future to determine a more efficient process in disbursing the 85% of tax levies received to the provider. M. Shehan will propose providing a safety net for the operations account based on historical data so that the Commission has adequate funds for the provider rent and the operating expenses of the Commission.

IV. COMMITTEE REPORTS AND UPDATES

a. Program Services Committee Report

No new reports or business.

b. Building and Personnel Committee Report

Commissioner Shehan made a motion that the Commission will no longer use a debit card tied to a specific person. Rather, expenditures will be tied to a process whereas the administrative assistant or a Commission member will submit specific expenditures for approval. Upon approval a Commission member will purchase the specific items and then be reimbursed as soon as possible.

M. Shehan made the motion which was second by Rev. Agepog. It passed unanimously.

c. Finance and Tax Levy Committee Report

The Commission is about to begin its annual budget process. This process requires the Commission to prepare a proposed budget and make it available to the public. The Commission must place a notice in a local newspaper informing residents of a public hearing with at least 30 days of notice. Members of the community can make public comments on the proposed budget before any final action is taken by the Commission.

I. NEW BUSINESS AND NEXT MEETING

Next meeting: September 16, 2015, at the Parish Hall of St. John's Episcopal Church.

II. PUBLIC COMMENT

None offered.

III. ADJOURNMENT

Motion to adjourn: Gloria Centeno. Second: Mary Shehan. Passed unanimously.

Adjourned: 7:23 PM

RJA