**NORTH RIVER EXPANDED MENTAL HEALTH SERVICES PROGRAM GOVERNING COMMISSSION**

**Governing Commission Office**

**3525 W. Peterson Ave.N. Kostner Avenue Chicago, Il 60659**

**Wednesday, November 15, 2017**

**Meeting Minutes**

**Commission Members Present: Joyce Zick (President), Rosemary Tirio (Secretary), Mary Shehan (Treasurer), Rev. Jacob Agepog , Gloria Centeno, Elizabeth Granato, Mary Tinich**

**Commission Members Absent: Joan Liautaud, Roger McGill**

**Commission Employee: Maya Zimmerman (Office Administrator/Bookkeeper)**

**Community: None**

1. **WELCOME**

**President Zick called the meeting to order at 7:04 p.m. stating that this was to be our public hearing meeting.**

**Roll call: Listed above**

1. **APPROVAL OF MINUTES OF THE SEPTEMBER 20, 2017 MEETING**

**Commissioner Tinich noted that the tax levy amount in the March 15 meeting minutes was incorrect and should be changed from $625,324 to $625, 364.**

**Motion to revise the figures to reflect the correct amount of $625,364.**

**Second: Commisioner Granato.**

**Passed unanimously.**

**Motion to Approve Amended Minutes: Commissioner Granato**

**Second: Commissioner Agepog**

**Passed unanimously.**

1. **TREASURER’S REPORT**

**Treasurer Shehan reported that we had not been receiving mail at our new office. She filled out the paperwork a second time with the Post Office and now our mail is being delivered correctly.**

**President Zick asked if we still need two separate bank accounts or if we might combine them. Treasurer Shehan said it would be possible to combine accounts and she suggested moving our checking and saving accounts to Wintrust Bank as the Albany Bank hours are more limited.**

**Office Administrator Zimmerman added that we need a bank where rent money for the Kedzie Center would be accessible at all times.**

**President Zick asked Treasurer Shehan to present a motion at our next meeting to reduce the number of banks to one bank.**

1. **COMMITTEE REPORTS AND UPDATES**
	1. **Program Services Committee Report**

**Commissioner Centeno reported that the Kedzie Center continues to do an excellent job especially with their creative outreach. Their latest endeavor was a fundraiser that met their financial goal and was very well received by those who attended the event they put on. They are doing the best they can with the resources they have.**

* 1. **Building and Personnel Committee Report**

**Chairman Shehan said we need to review our lease to see if renters insurance is required in our present building. Commissioner Tinich said that the cost ($312) has been included in next year’s budget. It is not due until November of 2018.**

**Commissioner Shehan asked if this year’s tax levy is more or less than we expected when we started. Commissioner Tinich said that the amount is building every year.**

**Commissioner Shehan asked that, since we have a buffer of $50K, should we give the excess in revenue over expenses of $17K to the Kedzie Center.**

**Commissioner Tinich said that we probably would do so.**

* 1. **Finance and Tax Levy Committee Report**

**Commissioner Tinich moved that we accept the proposed 2018 budget of $625,364, 85% ($531,559) for direct services of the Kedzie Center and $15% ($93,804) for administrative expenses.**

**Second: Commissioner Shehan**

**Passed unanimously.**

**V NEW BUSINESS AND NEXT MEETING**

**There was no new business.**

**The next meeting will be December 20, 2017.**

**VI Public Comment**

 **There was no public comment.**

**VII ADJOURNMENT**

 **Motion to Adjourn: Commissioner Shehan**

**Second: Commissioner Tinich**

**The meeting was adjourned at 7:27 p.m.**

**Respectfully submitted,**

**Rosemary Tirio**

**Secretary**