

**NAMI Southwestern Pennsylvania
Board of Directors Meeting
Saturday, June 10, 2017
9 a.m. - 11:30 a.m.**

PRESENT: Charma D. Dudley, Kathy Testoni, Mim Schwartz, Jack Cahalane, Jim Ehrman, Eileen Lovell, Marianne LaSalle, Michelle Gerwick, Michelle Hottenstein, Jon Lloyd

STAFF: Christine Michaels, Debbie Ference, Maria Kakay

I. Call to Order and Welcome

Charma D. Dudley, President, called the meeting to order and welcomed all present.

II. Approval of Minutes of April 8, 2017 Board Meeting

MOTION: Kathy Testoni made the motion to approve the minutes for the April 8, 2017 Board meeting; Jim Ehrman seconded; Eileen Lovell abstained; motion passed.

III. Finance Committee/Finance Report

*Approval of April 30, 2017 Financial Statements

MOTION: Michelle Gerwick made motion to approve the Financial Statements ending April 30, 2017; Marianne LaSalle seconded; all in favor; motion passed unanimously.

IV. NAMI Keystone PA Budget Report

*Approval of 2017-2018 NAMI Keystone PA Budget

MOTION: Jon Lloyd made the motion to approve the 2017-2018 NAMI Keystone PA Budget; Kathy Testoni seconded; all in favor; motion passed unanimously.

V. Projected 2016-2017 FY End of Year Projections

Discussion: Michelle Hottenstein reviewed the year-end projections which indicate a net income of over \$200,000. The Finance Committee recommended that the Board approve \$153,000 of the surplus to increase the operating reserves from 3 to 4 months.

MOTION: Mim Schwartz made the motion to approve \$153,000 of the net surplus to operating reserves. Jim Ehrman seconded; all in favor; motion passed unanimously.

VI. Personnel Action Plan

*Approval of 2017-2018 Allegheny County PAP Plan

The board reviewed the PAP Implementation Plan including the Minimum/Maximum Salary Scale.

MOTION: Eileen Lovell made the motion to approve the 2017-2018 Allegheny County PAP Plan; Jack Cahalane seconded; all in favor; motion passed unanimously.

VII. Approval of Nomination of Neen Davis to the NAMI Southwestern PA Board

MOTION: Kathy Testoni made the motion to approve the nomination of Neen Davis to the NAMI Southwestern PA Board; Michelle Hottenstein seconded; all in favor; motion passed unanimously.

VIII. Approval of the B2017-2018 Board Officers

Charma D. Dudley, President
Kathy Testoni, Vice President
Mim Schwartz, Secretary
Michelle Hottenstein, Treasurer

MOTION: Jon Lloyd made the motion to approve the Board officers; Eileen Lovell seconded; all in favor; motion approved unanimously.

IX. Approval of Nominations for the National NAMI Board

Discussion: Chris Michaels led discussion on the backgrounds of the nominees for the National NAMI Board. Several nominees are running as a block on the “Focus on Serious Mental Illness” ticket. Discussion focused on how these nominees could narrow the focus of NAMI’s mission. Christine Michaels provided recommendations for nominees that would better suit NAMI’s current mission.

MOTION: Eileen Lovell made the motion to approve Chris Michaels to make the final voting decision for the NAMI Board at the Convention on behalf of NAMI Southwestern PA; Eileen Lovell made a motion to approve; Jim Ehrman seconded; all in favor; motion approved.

At this point during the meeting, it was requested that the meeting minutes reflect that Board President Charma D. Dudley appointed Eileen Lovell to the Board to fill the seat vacated by Laura Donaldson, during a conference call with board members on June 8, 2017. Current bylaws state no official Board vote was needed.

X. Approval of NAMI Keystone PA Bylaws

Discussion: Christine Michaels reviewed the minor changes made to the bylaws from version 5 to version 6.

MOTION: Michelle Hottenstein made the motion to approve the final version of the NAMI Keystone Bylaws. Eileen Lovell seconded; all in favor; motion approved unanimously.

Each Board member announced the Board on which they have chosen to serve - NAMI Keystone Pennsylvania Governance Board or the NAMI Southwestern Pennsylvania Advisory Board. They are as follows:

NAMI Keystone Pennsylvania Governance Board

Michelle Gerwick
Michelle Hottenstein
Mim Schwartz
Kathy Testoni
Jack Calahane
Charma D. Dudley
Neen Davis
Kimberly Mathos

NAMI Southwestern Pennsylvania Advisory Board

Carla Braund

Marianne LaSalle

Jim Ehrman

Eileen Lovell

Kimberly Mathos

Mim Schwartz

Kathy Testoni

Jon Lloyd

Jack Calahane

Cynthia Toney-Stewart

Ian Cummins

XI. Executive Director's Report

Chris Michaels discussed her executive director's report.

XII. Staff Reports

Debbie Ference reviewed the education and children's staff reports and Maria Kakay discussed the marketing report.

XIII. Executive Session

The Board went into executive session to discuss the increased responsibilities of the Executive Director since the state expansion. They directed her to change her title to Chief Executive Officer to better reflect her new role.

XIV. Adjournment

MOTION: Eileen Lovell made the motion to adjourn the meeting; Jon Lloyd seconded; all in favor; motion approved unanimously, and the meeting adjourned at 11:30 a.m.

Submitted by Maria Kakay