

**NAMI Keystone Pennsylvania**  
**Virtual Board of Directors Meeting**  
**June 9, 2021**  
**6:06 p.m. - 7:17 p.m.**

**PRESENT:** Charma D. Dudley, Kathy Testoni, Michelle Hottenstein, Neen Davis, Kim Mathos, Michelle Gerwick, Mim Schwartz, Jerri Bourjolly

**NOT PRESENT:** Jack Cahalane, Cherie Brummans,

**STAFF:** Christine Michaels, Debbie Ference, Maria Kakay

**I. Call to Order and Welcome**

Charma D. Dudley, President, called the meeting to order at 6:06 p.m.

**II. Approval of Board Minutes of May 12, 2021, Meeting**

**MOTION:** Kathy Testoni made the motion to approve the May 12, 2021, Board Meeting Minutes; Michelle Hottenstein seconded; the motion passed.

**III. Approval of Financial Statements Ending April 30, 2021**

Discussion: Treasurer Michelle Hottenstein reviewed the notes to the financial statements highlighting the total in checking/savings is \$830,190. Ms. Hottenstein also noted that on the Balance by Funding Source document, there are no estimated funds in the OMHSAS category for 2021-2022 due to the new process. A request for \$220,000 was submitted in June 2021. Board members also discussed Direct Contributions on the Budget by Program document. \$85,000 of the \$105,000 were from donations and memorials. The remainder came from NAMI projects. This document also highlights that 80.6% of funds go to programming.

**MOTION:** Mim Schwartz made the motion to approve the Financial Statements for the Period Ending March 31, 2021; Kim Mathos seconded; the motion passed.

**IV. Approval of FY 2022 Budget**

**MOTION:** Neen Davis made the motion to approve FY 2022 Budget; Kathy Testoni seconded; the motion passed.

**V. Approval of FY 2021 Bonuses Based on the Discretion of CEO Christine Michaels and COO Debbie Ference**

Discussion: Treasurer Michelle Hottenstein, CEO Christine Michaels, and COO Debbie Ference explained the plan to put year-end surplus funds toward staff bonuses.

**MOTION:** Michelle Gerwick made the motion to approve FY 2021 Bonuses Based on the Discretion of CEO Christine Michaels and COO Debbie Ference; Jerri Bourjolly seconded; the motion passed.

**VI. Chief Executive Officer's Report**

CEO Christine Michaels discussed the annual membership meeting with affiliates on June 24, 2021. The reaffiliation process, which had been delayed because of the pandemic, is still ongoing. NKPA is having trouble communicating with affiliates that have not responded.

**VII. Staff Reports**

COO Debbie Ference reviewed the Administrative and Education Reports, discussing the

departure of Director of Education Susan Caban. Maria Kakay reviewed the Marketing and Communications Report. CEO Christine Michaels reviewed the Advocacy Report.

**VIII. Other/New Business**

CEO Christine Michaels announced that PANO is holding accreditation classes online at a discounted rate if Board members were interested.

**IX. Approval to Adjourn the Meeting**

**MOTION:** Kim Mathos made the motion to adjourn the meeting; Kathy Testoni seconded; the motion passed and the meeting adjourned at 7:17 p.m.