

**CLARK COUNTY MENTAL HEALTH FOUNDATION
AUGUST 23, 2012 BOARD MEETING
MINUTES**

PRESENT:

Doug Paugh (Chair), John Federer, Randall Comer, Tracy Engel, Joy Galluch, Judy Hoy, Larry McCoy, Jerry Newport, Melissa Patsiavos, Roseann Pratt, Darrin Spitzer, Carolyn Swanger

Mental Health & Recovery Board staff: Nancy Chiles, Kent Youngman

OPENING REMARKS:

Doug Paugh opened the meeting by welcoming all those present and stated that some Board members were on a tight time schedule. The plan was to conclude the meeting by 1:00 pm.

APPROVAL OF MINUTES:

It was moved by Larry McCoy, seconded by Melissa Patsiavos to approve the minutes of the May 3, 2012 Board meeting as submitted.

Motion carried.

FINANCIAL REPORT:

Nancy Chiles reviewed the financial information as of June 30, 2012 (end of fiscal year) as prepared by staff of the Springfield Foundation. Total net assets as of June 30, 2012 are \$234,151, reflecting a decrease of \$4,288 for the fiscal year. Judy Hoy questioned the Principal Gifts in the amount of \$255. Nancy responded that this represents a distribution from the Della Selsor Trust Fund. It was moved by Randall Comer, seconded by John Federer to approve the financial report as submitted.

Motion carried.

FUNDING COMMITTEE REPORT:

Randall Comer reported the results of the spring/summer letter campaign and compared these results to the fall 2010 and 2011 letter campaigns. These results are summarized below:

Results of spring/summer 2012 letter campaign (on behalf of Project Woman)

- Approximately 1,300 mailed
- Three Board members put personal notes on 179 letters (14%)
- Total of \$2,655 (as of August 21, 2012) in gross revenue generated
- Total revenue of \$5,310 generated including MHRB match
- Only direct cost was \$91 for return envelopes
- Total of 43 donors, averaging \$62 per donation
- Of the 43 donations received, 14 or 33% had a personal note on the letter
- 3 of the 43 donors have given in the past

Results of 2010 fall letter campaign:

- Approximately 1,400 mailed
- Total of \$7,465 in gross revenue was generated
- Total direct costs were \$180; results in net revenue of \$7,285
- Total of 114 donors, averaging \$65 per donation
- Of the 114 donations received, 74 or 65% had a personal note on the letter

Results of 2011 fall letter campaign:

- Approximately 1,400 mailed
- Five board members plus Kent put personal notes on 319 letters (23%)
- Total of \$6,525 in gross revenue was generated
- Total direct costs were \$225; results in net revenue of \$6,300
- Total of 90 donors, averaging \$73 per donation
- Of the 90 donations received, 56 or 62% had a personal note on the letter.
- 55 of the 90 donors also gave in 2010

Randall also summarized the “rules” of the spring/summer letter campaign. They are defined below:

- The letter will be sent to the individuals on the current mailing list with the exception of those individuals who donated in 2011 (fall letter campaign).
- The letter will request donations for the benefit of Project Woman’s shelter facility.
- Funds generated from this letter campaign would go directly to Project Woman.
- The MHR Board will match 100%, all funds that are donated.
- The annual grant process that occurs in August each year would exclude Project Woman in 2012.
- If this spring letter campaign is conducted in 2013, a different agency would be chosen.

It was the consensus of the group that the letter campaigns have been successful. The Funding Committee will meet in the fall to develop the fall letter campaign, with a target date of mailing in October 2012.

It was moved by Randall Comer, seconded by Carolyn Swanger to continue with the letter campaign for mailing in the fall of 2012. The Funding Committee was also asked to develop a plan for fund raising efforts for the spring/summer of 2013.

Motion carried.

GRANTS COMMITTEE REPORT

Doug Paugh explained that Carolyn Swanger was unable to attend the Committee meeting. Nancy Chiles asked that he chair the meeting in Carolyn’s absence. Doug stated that all agencies, with the exception of one, used all of the grant funds according to the contract. Springfield Metropolitan Housing Authority received \$840 to purchase and install a volleyball game system; this equipment was purchased and installed, however, the total expense was \$769.85. The \$70.15 will be returned to the MHF. The committee discussed adding these unspent monies to the current year funds available for allocation.

It was moved by Judy Hoy, seconded by Melissa Patsiavos to add \$70.00 of unspent fiscal year 2012 grant funds to the current fiscal year funds available for allocation. The funds available for fiscal year 2013 grants are now \$5,270.

Motion carried.

Doug explained that a total of \$9,933 had been requested with only \$5,270 available for awards. This is the first year that every agency submitted a request (total of 9). Project Woman is not eligible this year because the MHF is conducting a special letter campaign on behalf of Project Woman. Doug reiterated that the Committee discussed each proposal in detail in order to present their recommendation to the Board. Below is the committee recommendation.

Proposal Summary	Agency Request	Committee Recommendation
<p>CLARK COUNTY EDUCATIONAL SERVICE CENTER Purchase materials and books to assist Mental Health Therapists in providing programming to emotionally disturbed students in six Clark County School Districts.</p>	750	750
<p>ELDERLY UNITED Purchase program aids and visuals that can be used in the Prevention program for consumers, and also used as training and planning materials for staff.</p>	250	250
<p>MATT TALBOT HOUSE Purchase used furniture for the upstairs living room and bedrooms. This includes 1 couch, 2-3 chairs, 3 dressers and 1 single mattress.</p>	800	500
<p>MCKINLEY HALL Purchase incentives (movie passes, bowling passes & gift cards) for clients who participate in the Alumni Association and demonstrate commitment to their recovery programs.</p>	500	500
<p>MENTAL HEALTH SERVICES Purchase two "Hot Boxes" to assist in efforts to control the spread of bed bugs. These would be for residential treatment facilities.</p>	1,400	700
<p>N.A.M.I. OF CLARK COUNTY Purchase food to provide breakfast and lunch for clients who come to the Vernon Center (Drop-In Center). Many of these clients have no income and have just been released from Mental Health Services inpatient unit. Food may also be sent home for evening meal or weekends.</p>	1,000	500
<p>OESTERLEN SERVICES FOR YOUTH Purchase a children's outdoor playground kit, to be constructed on the Oesterlen Campus. It will be constructed as a group therapy activity by older Oesterlen clients.</p>	2,500	770
<p>ROCKING HORSE COMMUNITY HEALTH CENTER Conduct Anti-Violence Campaign to promote awareness within our community. Purchase video projector and screen and promotional items to be used at a series of workshops for 75 Springfield citizens.</p>	1,600	800
<p>SPRINGFIELD METROPOLITAN HOUSING</p>		

Assist with educational needs of children involved with the Project Choice Program. This includes purchasing printer, laminator, dry erase board, supplies, and board and computer games.	1,133	500
Total	\$ 9,933	\$ 5,270

Motion carried. Tracy Engel abstained.

MISCELLANEOUS

Nancy mentioned that in the agenda packets there is a Conflict Of Interest Statement; each Board member is asked to complete and return to Nancy.

The next Board meeting was scheduled for November 15, 2012 at noon at the Mental Health & Recovery Board Administrative Offices.

ADJOURNMENT

It was moved by Melissa Patsiavos to adjourn the meeting. Meeting adjourned.

Respectfully submitted,

Nancy L. Chiles
Secretary/Treasurer