

**CLARK COUNTY MENTAL HEALTH FOUNDATION  
MAY 3, 2012 BOARD MEETING  
MINUTES**

**PRESENT:**

Doug Paugh (Chair), John Federer, Brock Burcham, Randall Comer, Tracy Engel, Judy Hoy, Larry McCoy, Jerry Newport, Frank Otway, Melissa Patsiavos, Roseann Pratt, Darrin Spitzer, Gail Welsh

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

**OPENING REMARKS:**

Doug Paugh opened the meeting by welcoming all those present. He then introduced two new Board members and asked each new member to tell a little bit about themselves. The new members are: Jerry Newport and Darrin Spitzer.

Doug then introduced Ted VanderRoest, Executive Director, and Susan Carey, Accountant, both of the Springfield Foundation. Ted and Suzie were invited to our meeting to explain the role of the Springfield Foundation in administering the Clark County Mental Health Foundation's monies. Ted distributed a handout and reviewed the mission and various statistics of the Springfield Foundation and then reviewed the Mental Health Foundation's Endowment Fund. Below are key points relating to this fund:

- Created in 2004 with an initial gift of \$188,343
- Invested in the Balance Pool
- Payout is net income
- Over \$72,000 distributed in grants since inception
- Balance cannot go below \$100,000
- Springfield Foundation's administrative fee is one half of a percent

Ted answered a few questions; the membership thanked Ted and Suzie for their excellent information.

**APPROVAL OF MINUTES:**

It was moved by John Federer, seconded by Gail Welsh to approve the minutes of the February 15, 2012 Board meeting as submitted.

Motion carried.

**FINANCIAL REPORT:**

Nancy Chiles reviewed the financial information as of March 31, 2012 as prepared by staff of the Springfield Foundation. Total net assets as of March 31, 2012 are \$244,464, reflecting an increase of \$18,265 compared to December 2011. 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 that the Funding Committee has continued to work on the spring letter campaign project. Below are specifics of the campaign:

- A letter will be developed with a target mailing date of May 30, 2012.
- The letter will be send to the individuals on the current mailing list with the exception of those individuals who donated in the FY 2012 (fall letter campaign).
- The letter will request donations for the benefit of Project Woman's shelter facility.
- This facility, owned by the MHR Board, was built in 1988 and is in need of interior renovation.
- The MHR Board will provide a 100% match of the total donated funds.
- Funds generated from this letter campaign would come to the MHF and then be paid to Project Woman, along with the matching funds. (This could possibly require a change in the By-Laws.)
- The annual grant process that occurs in August each year would exclude Project Woman in FY 2013.
- If this spring letter campaign is conducted in 2013, a different agency would be chosen.

It was moved by Randall Comer, seconded by Larry McCoy to proceed with the spring letter campaign for the benefit of Project Woman's shelter facility.

Motion carried.

## **NOMINATING/GOVERNANCE COMMITTEE REPORT**

The Nominating/Governance Committee met on February 27, 2012 to review the current By-Laws and propose revisions. Below is a summary of these revisions:

- The name of the Eastern Miami Valley ADMH Board is changed to the current name of Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB).
- Added **ARTICLE II. PURPOSE, Section I. D.** This section addresses the use of monies generated from various fund raising efforts. Below is the proposed addition, which includes suggestions from the Board meeting:

To receive monies from various fund raising efforts. These monies can be used to increase the endowment fund or can be awarded to a specific contract agency(s) of the MHRB, if designated accordingly by two-thirds majority vote of the Board.

- **ARTICLE VII, STANDING COMMITTEES, Section 2.** Eliminated Finance Committee. **Section 3.** Added Governance to the name of the Nominating Committee and added the responsibility to review the By-Laws every two years.

It was moved by Frank Otway, seconded by Gail Welsh to approve the proposed amendments to the current By-Laws effective May 3, 2012.

Motion carried.

## **MISCELLANEOUS**

Melissa Patsiavos suggested that the Foundation consider a Conflict of Interest Policy or having Board members sign a Conflict of Interest statement. After discussion, it was determined that members would sign a Conflict of Interest Statement. Nancy Chiles is to follow through.

Judy Hoy announced the “Soup ‘n’ Serve of Springfield”. This is a quarterly charitable micro-grant dinner in which members of the community are invited to a simple soup supper and asked to donate \$5.00 or more. Proposals are heard for local projects. After the presentations, diners vote for what they believe is the most deserving project. The evening’s receipts go to the proposal with the most votes. Judy invited all to attend on May 23<sup>rd</sup> from 6:00 to 7:30 p.m. at the Shouplin Center, Wittenberg University.

Doug stated that Carolyn Swanger is having surgery and wished her well. Board members signed a get well card for Carolyn.

The next Board meeting was scheduled for August 23, 2012 at noon at the Mental Health & Recovery Board Administrative Offices.

## **ADJOURNMENT**

It was moved by Frank Otway to adjourn the meeting. Meeting adjourned.

Respectfully submitted,

Nancy L. Chiles  
Secretary/Treasurer