

708 Community Mental Health Board Finance Committee Meeting
729 S McLean Blvd, Elgin, IL
July 26, 2023 Minutes

The meeting of the Elgin Township 708 Community Mental Health Board Finance Committee was held in the lower level of the Township Building. The meeting was called to order by Committee Chair Michael Warren, at 5:34. Mr. Warren led the Committee in the Pledge of Allegiance.

Roll Call: Committee Chair Michael Warren, Farrah Stephen, Amanda Teachout and Planning Committee Chair Suzanne Rozcyski present. Not Present, Trustee Alex Lopez and Mental Health Board Chair Andrew Sosnowski.

Committee Chair Report: Committee Chair Warren brought up the issue of when a year for the budget is considered to start and does the Mental Health Board's fiscal year match up with the Township for the sake of operating congruently. This will also affect the timeline for funding. Ms. Teachout noted that the by-laws stated the Mental Health Board's fiscal year started April 1 and ended March 31, the same as the governing body.

A. Presentations: Planning Committee Chair Rozcyski shared the work completed by the Planning Committee and what still needed to be accomplished. Ms. Rozcyski shared the Strategic Goals and shared that the Planning Committee would need some support of the Finance Committee to achieve these goals in budgeting and planning.

B. Approval of the Minutes of July 26, 2023- Ms. Teachout moved to amend the minutes of July 26, 2023 to include members of the Finance Committee not in attendance. Ms. Stephen seconded the motion. The motion passed 3-0-0. Ms. Teachout then moved to approve the Finance Committee minutes of July 26, 2023 and Mr. Warren seconded. The motion passed 3-0-0.

C. Old Business: There was no old business.

D. New Business

1. Discussion of Incorporating Strategic Plan into Budget-The Committee agreed that in order to budget well, they needed to know what plans need to be budgeted for. Committee Chair Warren agreed with the goal of public communication planning to be transparent with how funds are used.

2. Discussion of Administrative Budget- Ms. Teachout presented a draft of a possible administrative budget. Committee Chair Warren noted the total spent seemed like more than he would have thought. Ms. Teachout shared that all of the numbers are up for discussion, but she wanted to include some items that are considered best practice, and items the Committee had requested, like a grant writer and an intern. Committee Chair Warren stated that he did not think of a legal line item, but it makes sense as the Mental Health Board would be

presenting contracts for services. The Committee also agreed that an Intergovernmental Agreement with Elgin Township would be necessary for the services of Elgin Township.

3. Discussion of Next Committee Meeting-The Committee agreed to meet again on September 27, after the presentation of the Needs Assessment. They agreed to begin discussing the levy more in depth and shoot to have a recommendation to the Mental Health Board by October 18.

E. Committee Member Comments (if any) – none.

C. Recognize Public Comments- Vern Tempe addressed the Committee and shared that his biggest concern is the Mental Health Board will not request enough funding and the Township Board will slice whatever the Board requests. He implored the Board to think big and reminded the Board that the need is great. Lore Baker also addressed the Committee and echoed Mr. Tempe's sentiments and encouraged the Mental Health Board to levy the full .15%.

D. Announcements- Committee Chair Warren reminded the Committee the the next meeting of the Elgin Township Mental Health Board would be September 20, 2023 at 7 pm.

E. Adjournment- Ms. Teachout moved to adjourn at 6:23 pm and Ms. Stephen seconded. The motion carried and the meeting was adjourned.