

NAMI Vermont Board Meeting Minutes

February 4, 2017 – 9-11 a.m.

Conference Call

Toll Line: 530-881-1212

Toll Free Line: 855-212-0212

Meeting ID: 394-252-448 #

Attending	Board Members	Attending	Board Members
In person	Ann Moore, President and Chair	In person	Judy Siler, 2nd VP
In person	Patti Bauerle	In person	Chip Siler
Phone y	Phil Blackburn, 1st VP	excused	Savi VanSluytman
Phone y	Ann Cummins, Treasurer		Staff, Guests
leave	Jude Demers	In person	Laurie Emerson, Executive Director
In person	Mary Kirkpatrick, Secretary		Clare Munat, Emerita
In person	Sara Moran		
Phone y	Candace Neary		
In person	Ward Nial		

Meeting Agenda:

<https://docs.google.com/document/d/1qtd7Wcvm2JftOlc7OvA-3evodEF7Rnb4W9bsbo7L2E8/edit?usp=sharing>

1. 9:00 a.m. Welcome and Introductions
 - a. Jude is taking a 6-month sabbatical
2. Approval of Board Meeting Minutes - December 12, 2016:
 - a. https://docs.google.com/document/d/1_dlmUzwOlbLyr0VoAHRbaVndRL43cGymmfqPf5iLdGE/edit?usp=sharing
 - b. **MOTION:** Patti made motion to approve the minutes. Seconded by Chip. All in favor.
3. Action - Approvals
 - a. Bylaws - changes:

<https://docs.google.com/document/d/1Mc6U4DaiWs7mhz0TriNlaVBsMs7SuSF-yvu3EckLmas/edit?usp=sharing>

 - i. Changes made to simplify bylaws so if changes are needed, can be done in policy. Changes made to align with NAMI national. Workgroup of Governance proposed changes and the Governance committee approved. Board now needs to approve before this is presented to membership. Board reviewed all changes.
 - ii. **MOTION:** Sara made motion to approve the Bylaws. Seconded by Phil. All in favor. Approved!
 1. ACTION: Laurie will review side-by-side to ensure all changes are captured
 2. ACTION: Provide summary of changes when sent to membership
 3. Many thanks for all people who worked on these changes, including without limitation the Governance Committee, Chip Siler, Ann Moore, Laurie, Betty Keller and Cathy Rickerby.
 - b. Governance Committee question from Cathy Rickerby: Issue of the President voting on Committees: Is this any time, is this only for a quorum, or breaking a tie?

- i. Currently our policy or bylaws do not restrict the President of the Board to vote on a committee.
 - ii. **MOTION** by Judy: President may vote on any committee of which he/she is a member. Seconded by Phil. Motion passed unanimously, after discussion.
- 4. Review Strategic Goals/Objectives for staff work plan and developing budget: Laurie presented discussion of the overall goals, and particular actions for the year.
 - a. <https://docs.google.com/document/d/11UucGFeJLe9HEGCRkitmVhFQ9T9Qv1hUWG40JQGt2FI/edit?usp=sharing>
 - b. Discussion is that the Executive Director will prepare a summary of work done on the Strategic Goals/Objectives that were approved in 2016, and have suggestions for the work in fiscal year 2017. This will be done together with the budget allocations that the Executive Director will present. This will then be worked on by the Executive Committee, which will approve the Goals and Strategic Drivers for 2017.
- 5. Discussion
 - a. President reviews the procedure for communication process for Board members and members with the employees and the Executive Director. The role of Board Members and the Executive Director are critical, and the board needs to remember its boundaries. There is a staff meeting every Tuesday. If a board member has a new issue, it should be brought up to the President or the Executive Director. If there is a problem with staff, it should go to Executive Director or President.
 - b. Programs for FY2018: Signature Provider Education (15 hr. program). Train the trainer, discussed by Executive Director. Provider Education is missing one trainer with NAMI Vermont. Only 6 states do provider education. NAMI Vermont would like to keep this up. Discussion that "In Our Own Voice" (90 minutes) which gives the individual/consumer view could take the place of Provider Ed (PE). NH does a program called Life Interrupted, which includes parents and significant others.
 - i. **MOTION:** Ann M. makes a motion to investigate possibilities for keeping the upsides of PE, like combining our own MIR and In Our Own Voice, and not eliminate PE yet, targeting a one day or less program. Candace seconded. Unanimously approved.
 - c. Candace offered to go to Train the Trainer in April to be a Provider Education Trainer with Clare.
 - d. Basics Proposal: This is a six session program, for parents of young children.
 - i. https://docs.google.com/document/d/1V4SKF07W-BTiZnHcHlo04mDizmi37XAjAi_w5YaNw4U/edit?usp=sharing
 - i. Kim Tardy is interested in the Basics program. We have one trained teacher in the state who moved to VT from out-of-state.
 - e. Laurie approached Vermont Federation of Families to see if they were interested in partnering to offer this program. No progress made.

6. Reports

- a. Advocacy Committee (Phil)
 - i. Kuligoski update: Main point not to scare off providers by making them liable and, thereafter, care providers.
 - ii. ER Crisis Wait Time: There is a stakeholder group of which Laurie is representing NAMI Vermont. This will take some time to come up with solutions. Problems are funding and capacity.
- b. Executive Director/Staff Reports (Laurie)
 - i. See DMH 2nd Quarter Report:
 - i. <https://drive.google.com/file/d/0B41DKdSCqYp7ZTdwnF0X1IFWFE/view?usp=sharing>
- c. Treasurer's Report and Finance Committee:

- i. Audit:
<https://drive.google.com/a/namivt.org/file/d/0B2U8w1eQwj2saUo5cWhKZ1I0cIE/view?usp=sharing>
- ii. 990:
<https://drive.google.com/a/namivt.org/file/d/0B2U8w1eQwj2sNTNja0M5bUFwZfk/view?usp=sharing>
- iii. Budget Process workgroup: Patti Spence, Ann Cummins, Laurie Emerson and Adam Davis. Objective is to define the budget timeline and process steps.
- d. Governance Committee (Mary)
 - i. Bylaws and Policies Update:
<https://docs.google.com/document/d/1ZfIHfj6v4jrZwOCy3feISZMBs0c0FqTsGs0R6ycsK0A/edit?usp=sharing>

7. Other Business

- a. Conference May 16th and Walk Sponsorships: Jana will send out packets to Board Members for sponsorships
- b. NAMI's priorities (email sent to Board 1/20 from Laurie). Faction of NAMI feel that the seriously mentally ill are not being the priority. The national board is addressing this.

MOTION to adjourn: Chip makes a motion to adjourn. Seconded by Sara Moran. All in favor.

Meeting adjourned at 11:02 a.m.

Upcoming Board Dates

1. April 8, 2017 - in person (Berlin or WRJ)
2. June 24, 2017 - in person - approve budget (office)
3. Sept. 9, 2017 - in person - approve slate of candidates and approve advocacy priorities