



Board Meeting Minutes

Board of Trustees, Thomas M. Wernert Center

Tuesday, April 23, 2024

TMWC Clubroom – 4:30 p.m.

Call to Order – Deborah Riley-Jackson called the meeting to order at 4:32 p.m.

Roll Call – Evamae LaVoy

Trustees Present

Jesse Baum, Raina Dawson, Troy Deters, Lucy Dias, Henry Hartford, Crystal Heft, Gwen Hoskins, Georgia Humbarger, Evamae LaVoy, George Monger, and Deborah Riley-Jackson.

Staff Present

Patti Robb, Executive Director and Debbie Wawrzyniak, Administrative Assistant

Recognition of Visitors and Staff – None

Thomas M. Wernert Center Mission Statement was read by Evamae LaVoy.

Approval of March 26, 2024, board meeting minutes.

Jesse Baum made a motion to approve the March 2024 meeting minutes as presented in the April 23, 2024, board meeting packet. Evamae LaVoy seconded the motion. Motion was unanimously approved.

Committee Reports

Finance Committee – George Monger

Finance Committee met on Monday, April 15, to review March 2024 Financial Statements.

March 2024 Profit & Loss Statement

- OhioPRO and Lovell Foundation grants are above budget.
- Donations include a \$500 donation from Rudolph Libbe, Inc.
- CD interest is \$1,007 for March. Miscellaneous income is below budget but the interest on CD makes up for it.
- Total income for March is \$134,988 over budget \$3,584 YTD over budget by \$90,816 due to grants.
- Payroll expense is slightly over budget for month
- Staff expenses are over due to random drug screenings and advertisement for Peer Supporter and Food Coordinator. YTD is under budget.
- Food Club Program is over budget due to breakfast, lunch, and special lunches for St. Patrick's Day and Spring Celebration.
- Programs are under due to timing. YTD is under budget by \$26,141.
- Contract Labor include legal fees related to OCRC that was dismissed.
- Building expenses up due to dryer vent cleaned, labor for condenser replaced on refrigerator and faucet/plumbing in staff lounge.
- General Operating expenses over budget due to OhioPRO covering advertising.
- Total expenses were \$139,797, over budget by \$6,466. YTD expenses are over budget by \$16,432. Actual profit YTD \$68,384.

George Monger motioned to approve the March 2024 Financial Statements as presented in the April 23, 2024, board meeting packet. Troy Deters seconded the motion. Motion was unanimously approved.

FY25 Budget Proposal Revision – George Monger

A revised budget was included in the April 23, 2024, board packet due to a request by the Mental Health & Recovery Services Board (MHR SB) for a revised budget reflecting a two percent increase in our FY25 allocation. The additional funding includes staff merit increase, transportation expenses, paper, and additional support for the food programs.

- Troy Deters inquired about other funding to support the food programs. Patti Robb stated that donations and other grants are being sought toward the food programs.
- Crystal Heft inquired how to volunteer at food pantry. Patti explained that currently members are helping with the pantry. If someone is interested in volunteering for that specifically, please contact her directly.

George Monger motioned to approve the FY25 Budget Proposal Revision including the two percent increase from MHR SB as presented in the April 23, 2024, board meeting packet. Henry Hartford seconded the motion. Motion was unanimously approved.

Governance – Deborah Riley-Jackson

- Open Session Guidelines were included in the board packet for review. Patti Robb explained the guidelines, as well as member protocol for grievances, and use of the suggestion box. She is working with several board members to establish a review committee for suggestions.

Program Committee – Jesse Baum

Next Program Committee meeting is scheduled for Wednesday, May 15 at 4:00 p.m. TMWC.

Development and Communications Committee – Crystal Heft

- Celebrity Wait Night at Zia's on Monday, May 6 from 6:00 p.m. to 9:00 p.m. Member half-price raffle drawing held April 26, 2024 after Volunteer Recognition event. Transportation will be provided for raffle winners.
- Next meeting is scheduled for Wednesday, May 8 at 4:00 p.m. at TMWC

Old Business – None

New Business – None

Executive Director's Report – Patti Robb

Required trainings for OhioMHAS were completed and submitted as required. We are waiting to hear that TMWC is in compliance.

Personnel

- Food Coordinator worked one day and chose to not continue working due to personal reasons. More applicants to be interviewed
- Peer Supporter interviewed for full-time position.
- We had one staff attend Peer Supporter training.
- Outreach program grant ends on June 30; however, the staff person assigned to that grant has resigned. Communications Specialist is helping to finish out the grant.

Program

- Gardening is gearing up now that it is spring.
- Men's 360 had an outing to Toledo Barbershop Academy Salon for haircuts.
- WRAP 102 is gaining more members interest
- Effective July 1, Peer Connections Newsletter will be mailed quarterly and emailed monthly with a calendar.
- TMWC will have a table at the NAMI Walk on Saturday, May 18 at the middle grounds in downtown Toledo.

Meeting Adjourned @ 5:15 p.m. by Deborah Riley-Jackson.