



**Board of Directors 2017  
Meeting Minutes**

<b>Subject</b>	<b>Board of Directors Meeting</b>	<b>Date</b>	November 28, 2017
<b>Facilitator</b>	Brett Wilfrid, President	<b>Time</b>	6:00 – 8:00 PM
<b>Location</b>	United Way Building	<b>Scribe</b>	Sue Petkovsek
<b>Attendees</b>	Brett Wilfrid, Sue Petkovsek, Dave Bolles, Kristen Esbensen, Donna Ulteig, Kristen Brey, Scott Strong, Ben Van Pelt, Ron Diamond, and Ron Luskin  Also attended: Kayla Smith, staff member		
	Excused Absence: Corinda Rainy-Moore, Ron Luskin, John Vander Meer, and Zaher Karp Unexcused Absence:		

## Key Points Discussed

No.	Topic	Highlights
1.	Call to order	The meeting was called to order at 6:05 p.m.
2.	Approval of agenda	Motion to approve made by Donna, seconded by Scott, and unanimously approved.
3.	Approve consent agenda	<p>October 2017 minutes and Diane Gooding's board member application were pulled from the consent agenda.</p> <p>Motion to approve the agenda was made by Scott, seconded by Ben, and unanimously approved.</p>
4.	Approve Minutes	After a typographical change, a motion to approve was made by Ben, seconded by Donna, and unanimously approved.
5.	Approve board member application	After brief discussion, a motion to approve Diane's application was made by Scott, seconded by Ben, and unanimously approved. Diane's appointment to the board begins with the January 2018 board meeting. Her nomination for a three year term will be presented to the membership for approval at the annual meeting in March 2018.
6.	Reports –	<p>Lindsay and Kristen B. reported that the annual meeting and the fund raising gala will be separate events in 2018. The annual meeting date is yet to be determined and the gala is scheduled on April 5. Kristen B. will chair the gala committee.</p> <p>A discussion about informing candidates for county supervisor seats followed. The board wants candidates to be familiar with NAMI Dane County work. Lindsay met with one candidate thus far and plans to meet with other candidates in prior to the spring election.</p> <p>Lindsay noted that she needs two more blog posts from board members for December. Ben and Dave volunteered to write them.</p> <p>Lindsay distributed a draft copy of an itemized gift giving one-page brochure. It lists what services NAMI Dane County could provide at different funding levels. The board thought it would enhance our ability to connect with prospective donors.</p> <p>The Stepping Up Initiative is a national initiative to reduce</p>

		<p>the number of people with mental illness in jails. Lindsay reported that NAMI Dane County and Dane County are entering a partnership to investigate the five intercepts in the criminal justice ranging from police contact to re-integration into society. NAMI Dane County is one of the five agencies in the initiative in Dane County.</p> <p>Treasurer's report – With the receipt of recent grants and receipts from new fundraising efforts, it is now projected that NAMI Dane County will end the year with an \$11,000 surplus rather than a deficit of \$45,000. Our ratio of overhead to programming expenses is 23%. This means that 77 cents from every dollar is directly spent on programming. Major donors and grant funders look for a number below 35%.</p> <p>Board members briefly discussed some details from the financial statements. The board commended Lindsay and her staff for their successful efforts in generating additional income. A motion to approve the treasurer's report and financial statements was made by Ben, seconded by Donna, and unanimously approved.</p>
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7.	Approval of 2018 budget	<p>After a lively discussion about income sources, expense line items, membership income and expenses, professional development expenses, and travel/conference line items, the board reached a consensus agreement.</p> <p>A motion to approve the proposed 2018 budget was made by Dave moved, second Kristen B., and unanimously approved.</p>
8.	Advocacy committee	<p>Kristen E. asked what would make the committee more effective. The board discussed the need for regularly scheduled meetings and strategies to bring more people to the meetings. Board consensus was that the committee should review and follow the policy documents of NAMI and NAMI Wisconsin.</p>
7.	Board survey with documents	<p>Brett distilled the board surveys into a document and provided it to the board. His comments/suggestions for what comes next were noted in red text. There is more work to be done in some areas, such as: 1) board members acting as ambassadors to the community, 2) fundraising development and the revenue generation committee, 3) clarity of board member responsibilities in fundraising, and 4) performance standards for board members.</p>
12.	Adjournment	<p>Meeting was adjourned at 7:20 PM.</p>
13.	Next meeting	<p>January 23, 2018</p>