

NAMI Sacramento Board of Directors Meeting November 16, 2009

Members present: Belinda Beckett, Caroline Caton, John Gilbert, Larry Liseno and Pat Pavone

Members absent: Sherrie Sala-Moore and Al Lipson

Staff present: Sontine Kalba

Minutes from the October meeting were approved with no corrections.

President's Report:

- Pat, Sontine and Larry went to Bank of America and opened a separate Walk Account.
- The Walk has received \$1,000 in sponsorship money from Janssen Pharmaceuticals.
- Pat is preparing for the law enforcement training class she is offering on November 23rd. Trainees must have had some interaction with law enforcement – either themselves or as a family member.
- The Annual Financial Statement covering the period from July 1, 2008 to June 30, 2009 will be posted on the NAMI Sacramento web site in the “Minutes” section.

Treasurer's Report:

- Larry reported that all is in order with NAMI's financial situation. Sontine pointed out that we have raised one third of the funds expected from fundraising one third of the way into the year.
- Larry reported we will not order separate checks for the NAMI Walk account.
- Pat moved and John seconded the motion to accept the October financial statements. The Board voted unanimously to approve the motion.

Executive Directors Report:

Constant Contact

- Sontine signed us up for a 60-day trial of Constant Contact, an email marketing service.
- We plan to use this to communicate with our sponsors and team leaders for the NAMI Walk.
- We will also use this starting in January for all e-mail communications with our members.
- It will cost us \$126/year (the nonprofit rate).
- Sontine is getting acquainted with it, and so far she is very impressed.

Another Peer-to-Peer Grant Proposal

- Today NAMI California announced that they are giving out 18 grants to fund Peer-to-Peer.
- Deadline is December 4th and we won't hear back from Catholic Healthcare West until mid-December, we are going to go ahead and apply to NAMI California.
- We have to prove that our organization is doing outreach to underserved/unserved populations.

Board Binders for New Board Members

- Sontine is going to be putting together binders of information about NAMI Sacramento for our new board members. She plans to include:
 - List of board members and their contact information
 - Calendar of NAMI Sacramento meetings and events

- Bylaws
- Description of our Programs
- Current Year's Budget
- Brief History of NAMI Sacramento
- Sontine would like to hear if there is something Board members think she's missing from this list that would be helpful for our new board members to have.

End of Year Mail Appeal

- Belinda wrote a letter that Pat and Sontine edited.
- Belinda, Pat, Dawn and Sontine are working on various aspects of the mailing.
- We're planning to send it to about 350 people.
- Plan to get it in the mail around December 1st or sooner.
- Sontine hopes we'll raise another \$4,000 or more with this mailing.

Membership Records

- Dawn, Belinda and Sontine are still working on getting the membership records updated and corrected in our DonorPerfect database.
- We've had a problem with the membership expiration dates resetting themselves to random dates far in the future. Sontine had thought the problem was solved months ago, but it recently resurfaced. She has finally fixed the problem once and for all so that whatever date we enter will be saved until we go in and change it in the future. No more auto-calculating. Dawn and Belinda are double-checking and re-entering expiration dates for all of our current members and for about 200 past members.

Other Business:

- Belinda reported that she emailed United Way to inquire whether there would be any further opportunities for us to go before business or state worker groups - United Way replied that there were none at this time.
- Pat reported that we have received positive feedback from Sutter – she is hopeful that we will receive a Walk sponsorship from them.
- Pat reported that she will be holding individual smaller meetings with Walk committee members for now, rather than have meetings with the entire committee.
- Caroline volunteered to be a member of the Sierra Vista Community Advisory Board. The Board will meet quarterly.
- Pat also discussed having Sontine apply to be a member of the MHSA Family/Consumer Selection Committee. The Executive Director of Mental Health America, Sacramento, Susan Gallagher and the Executive Director of Consumer Self-Help, Megan Staton, are on this committee.
- We have learned that the newsletter is still going to those with expired memberships. The Board discussed forming a committee consisting of 2 members and Sontine in the new year to determine what to do about this issue and how to contact those who sign in at General Meetings.
- Al and Pat will meet with Mary Anne Bennett, the new Sacramento County Director of Mental Health on December 4.
- Pat arranged for the room at SMUD for General Meetings in 2010. Attendance has been poor at General Meetings except for September and November – both meetings benefitted from outside publicity provided by the speaker. It was agreed that we should reduce the number of General

Meetings per year from 10 to 6 – holding one every other month – in January, March, May, July, September, and November. The Board discussed publicizing our General Meetings at Turning Point, Kaiser and other groups. We will look for a volunteer to schedule the speakers and to publicize the Meetings. Pat has arranged for a program for January – a screening of the PBS show “Minds on the Edge” – and has arranged for a speaker on veterans’ issues for March. We agreed that we would try to arrange for Mary Anne Bennett to address a General Meeting as well.

The meeting was adjourned at 8:30 p.m.

Submitted by Belinda Beckett, Co-Vice President