

**LYONS TOWNSHIP MENTAL HEALTH COMMISSION
REGULAR BOARD MEETING MINUTES
October 23, 2023**

The Regular Board Meeting was held on Monday, October 23, 2023 at the Township of Lyons, 6404 Joliet Road, Countryside, Illinois, 60525. The meeting was called to order at 6:01 p.m. by President Elyse Hoffenberg.

President Elyse Hoffenberg asked for the Roll Call.

Commissioner(s) Present: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Hon. Russell W. Hartigan, Steve Palmer, Lou Gale, and Barbara Minneci.

Commissioner(s) on Phone: William Seith.

Commissioner(s) Absent: Al Dorbiala.

Staff Present: Ronald Melka, Executive Director and Jazmin Lopez, Administrative Assistant.

Agency Director(s) Present: Alan Morales, The LeaderShop; and Diane Farina White, Community Support Services.

Agency Director(s) on Phone: None.

Guest(s) Present: None.

Guest(s) on Phone: Brian Miller, Del Galdo Law Group.

AMENDMENTS/APPROVAL OF AGENDA:

A **MOTION** was made by Mallis and seconded by Clemons to approve Agenda as presented. Ayes: Unanimous. Nays: None. Hearing no Nays, the Agenda was approved.

REVIEW/APPROVAL OF MINUTES:

The Minutes of the Board Meeting held on September 18, 2023 were reviewed.

A **MOTION** was made by Hartigan and seconded by Minneci to approve the Minutes of September 18, 2023. Ayes: Unanimous. Nays: None. Hearing no Nays, the Minutes were approved.

[Commissioner Lou Gale arrived at 6:03pm]

[Commissioner Steve Palmer arrived at 6:04pm]

[Commissioner William Seith participated via telephone at 6:04 pm]

FY 2023 AUDIT PRESENTATION – MILLER COOPER & CO., LTD.

Susan Jones, the Audit Partner presented the FY2023 Audit. Ms. Jones thanked the LTMHC staff for all their time spent with the Auditor to complete the Audit on a timely basis and complimented them on their cooperation and transparency. Miller Cooper & Co, Ltd found LTMHC in full conformity with no qualifications.

A **MOTION** was made by Palmer and seconded by Gale to accept the Miller Cooper & Co, Ltd FY2023 Audit as presented. Roll Call: Steve Palmer, Lou Gale, Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Hon. Russell Hartigan, William Seith, and Barbara Minneci. Ayes: Unanimous. Nays: None. Hearing no Nays. The FY2023 Audit was approved.

EXECUTIVE DIRECTOR’S REPORT:

Ron reported that the Commission has a few upcoming community education events, including Let’s Talk Grief, in partnership with Buddy’s Place at the Bridgeview Public Library on October 26 at 5:30 p.m. The Commission will be represented by Jazmin Lopez at the Bridgeview Lions Club’s Trunk or Treat event on October 29 at 2 pm and will hand out 9-8-8 and Red Ribbon Week items to youth. The Commission is partnering with the Township of Lyons to host Aging Care Connections’ Aging Well Neighborhood Community Health Fair on November 8 at 10 a.m.

Ron announced his retirement; his last day is December 31, 2023.

OLD BUSINESS:

None.

NEW BUSINESS:

CENTER FOR INDEPENDENCE’S SUSTAINABILITY GRANT REQUEST

A **MOTION** was made Palmer and seconded by Mallis to approve the full request of Center for Independence’s Sustainability Request in the amount of \$25,000.00 to expand their Job Placement Program for people with disabilities into the communities of Summit, Justice, Hickory Hills and Bridgeview, as presented. Roll Call: Ayes: Steve Palmer, Sophia Mallis, Elyse Hoffenberg, Rev. Jeffrey Clemons, Hon. Russell Hartigan, William Seith, Lou Gale and Barbara Minneci. Nays: None. Motion carried.

TREASURER’S REPORTS:

Treasurer Sophia Mallis presented the Treasurer Report dated October 23, 2023 as follows:

Beginning Balance as of August 31, 2023:	\$2,207,347.93
Receipts during September 2023:	\$ 7,895.64
Disbursements during September 2023:	\$ 348,510.51
Ending Balance as of September 30, 2023:	\$1,866,733.06

A **MOTION** was made by Mallis and seconded by Minneci to approve the Treasurer’s Reports dated October 23, 2023, as presented. Roll Call: Sophia Mallis, Barbara Minneci, Elyse Hoffenberg, Rev. Jeffrey Clemons, Hon. Russell Hartigan, William Seith, Steve Palmer, and Lou Gale. Ayes: Unanimous. Nays: None. Hearing no Nays, Motion Carried.

REVIEW AND APPROVAL OF MONTHLY PAYABLES:

Sophia Mallis presented a list of Twenty-Five (25) Payables totaling \$376,117.63 dated October 23, 2023.

A **MOTION** was made by Mallis and seconded by Gale to approve the Monthly Payables dated September 18, 2023, as presented. Roll Call: Ayes: Sophia Mallis, Lou Gale, Elyse Hoffenberg, Rev. Jeffrey Clemons, Hon. Russell Hartigan, William Seith, Steve Palmer, and Barbara Minneci. Nays: None. Motion carried.

EXECUTIVE CLOSED SESSION

A **MOTION** was made by Minneci and seconded by Clemons to move into Closed Session to discuss personnel matters. Present: Elyse Hoffenberg, Jeffrey Clemons, Sophia Mallis, William Seith via telephone, Steve Palmer, Lou Gale, and Barbara Minneci. Also present via telephone was Brian Miller, attorney for Commission. All in favor. Ayes: Unanimous. Nays: None. Attorney Miller continued taking Minutes of the Closed Session.

A **MOTION** was made by Palmer, seconded by Hartigan to end the Executive Closed Session and move into Regular Session. All in favor. Ayes: Unanimous. Nays: None.

President Hoffenberg asked for a Roll Call: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Hon. Russell W. Hartigan, William Seith, Steve Palmer, and Barbara Minneci.

A **MOTION** was made by Hartigan, seconded by Clemons to approve the job description and begin the search for an Executive Administrator and a Community Education & Outreach Coordinator. All in favor. Ayes: Unanimous. Nays: None.

COMMENTS FROM THE PUBLIC:

NONE

ADJOURNMENT:

A **MOTION** to adjourn the meeting was made by Hartigan and seconded by Clemons at 7:35 p.m. All in favor. Ayes: Unanimous. Nays: None. Meeting was adjourned.

Elyse Hoffenberg
Commission President

Hon. Russell W. Hartigan
Secretary