

HEARTS & LIVES BOARD OF DIRECTORS MEETING MINUTES

FRIDAY, OCTOBER 30, 2015

The Meeting was called to order by President Ken Decroo at 12:05 PM.

Present: Ken Decroo, Tom Bachman, Patti McGonigle, Steve Hollstein, Cynthia Carley, Bill Stanley, Ginny Durand, Luvia Rodriguez and Hannah Allen

A motion to accept the Minutes from the previous meeting was made by Tom Bachman seconded by Steve Hollstein MSP.

Executive Director's Report

Luvia presented her Executive Director report... Details are attached.

We also reviewed the need to verify current legal requirements with respect to Human Resources. Luvia and Hannah presented a summary of current employees, salary practices and new legal requirements.

We are in the process of scheduling a meeting with Attorney Geoff Hopper who is reviewing the employment contract currently in use and will advise as to appropriate methods to proceed.

Luvia also presented the Employee Policy and Procedures...with highlighted, proposed changes. The Board of Directors requested time to review the changes before final approval.

Old Business:

There was a review by our Interim Executive Director and the Board of her employment agreement. It was decided that with minor changes, the President and Luvia Rodriguez should execute this agreement.

New Business

We reviewed the MHP Code of Conduct. Cynthia Carley made a motion to amend it prior to approval. Seconded by Patti McGonigle MSP.

Department of Behavioral Health requires a published list of charges This was reviewed.

Luvia advised that some changes had been required. Motion to approve was made by Patti McGonigle and seconded by Steve Hollstein All Directors present signed the Ownership Letter and submitted them for our files.

Financials:

Hannah Allen presented the Financials for the period (September, 2015). A motion to approve was made by Patti McGonigle and seconded by Bill Stanley.

The meeting was adjourned at 1:35 PM.

