

MINUTES OF
RIVERSIDE TOWNSHIP
MENTAL HEALTH BOARD

A meeting of the Riverside Township Mental Health Board was held on Wednesday, January 15, 2025, at the Way Back Inn, 104 Oak Street, Maywood, Illinois.

Adam Wilt served as Chair and called the meeting to order at 6:05 p.m. Joan Labak served as Recording Secretary.

Present were:

Christine Carr
Joe Derosier
Timothy Heilenbach
Cynthia Kaczmarczyk
Kara Kalnitz
Melinda J. Lehman
Adam Wilt

Also present were:

Dr. Joseph Troiani, Consultant
Joan Labak, Staff Secretary
Chris Ward and Jillian Reid of Way Back Inn
Ellen Kunkle of Pillars Community Health
Yvette Williams of Community Support Services

It was noted that the Consultant's Reports for January 15, 2025, and the Agency Reports sent to Directors this month were the following:

Aging Care Connections/Community Resource Center – Dec. 2024 & Jan. 2025
Community Support Services – December 2024 and January 2025
Helping Hand – December 2024
NAMI Metro Suburban – January 2025
Pillars Community Health – November 2024 and December 2024
UCP Seguin of Greater Chicago – January 9, 2025
Way Back Inn – November and December 2024
WSSRA – November and December 2024

The Chair called for any comments, corrections, or additions to the minutes of the Board meeting held on Wednesday, November 20, 2024. Thereupon, on motion made by Christine Carr and seconded by Cynthia Kaczmarczyk, the following resolution was unanimously adopted:

RESOLVED, that the minutes of the meeting of the Riverside Township Mental Health Board held on November 20, 2024, are herewith approved as circulated.

Kara Kalnitz read and reviewed the Treasurer's Report for the month of October 2024 and December 2025 previously sent by email to Board members.

Account balances as of October 2024 were as follows: In December, the Maxrate Savings took in \$3,041.36 in tax revenue and interest in the amount of \$546.24. In December, this account took in \$1,075.09 in tax revenue and interest in the amount of \$472.82.

Checking account disbursements for November totaled \$45,620.50 and there were none in December.

Account balances as of 12/31/2024:

- Maxrate Savings Account: \$251,338.06
- Checking Account: \$11,134.88

Thereupon, the following motion was made by Timothy Heilenbach, seconded by Christine Carr, and upon vote taken was unanimously adopted:

RESOLVED, that the Treasurer's Reports for the months of October 2024 and December 2024, be and the same are herewith approved, ratified and confirmed, copies of which are attached hereto, incorporated by reference and made a part of these minutes.

Dr. Joseph Troiani reviewed his Consultant's report with the Board and agencies present.

Timothy Heilenbach reported that the first installment of the 2024 real estate tax bills will be mailed out on February 7, 2025.

The Board reviewed the revised grant request forms. Thereupon, on motion made by Timothy Heilenbach and seconded by Kara Kalnitz, the following resolution was unanimously adopted:

RESOLVED, that the revised grant request forms for funding the RTMHB by the agencies for fiscal year 2025-2026 are hereby ratified, confirmed and approved, said grant request forms to be completed and sent to the agencies no later than January 29, 2025, with the completed grants to be delivered to each of the Directors (together with copies of the completed grants to be sent to Dr. Joseph Troiani and Joan Labak) no later than February 28, 2025.

The Board then reviewed the minutes of the Community Engagement Committee held on January 13, 2025, in the Riverside Township Hall which were then approved by the Board.

The Chair called for volunteers to serve on the Committee to review grant request forms and prepare a Budget for our February 19, 2025, meeting. Adam Wilt, Timothy Heilenbach, Kara Kalnitz, Dr. Joseph Troiani, Christine Carr, and Cynthia Kaczmarczyk agreed to serve on this Committee.

Kara Kalnitz reported that we have payments due to Joan for and Joe for their salaries, three agencies for 3rd quarter grants, to Presence Behavioral Health in support of a social worker providing crises services, and another to Joan to reimburse her for paper. Kara then read the list of payables for January 2025 as follows:

Check to Joan Labak for January 2025 Salary	\$450.00
Check to Dr. Joseph Troiani for 3 rd Quarter Salary	\$2,750.00
Check to Pillars Community Health for 3 rd Quarter Community Grant	\$75,924.00
Check to Helping Hand for 3 rd Quarter Community Grant	\$47,661.25
Check to Community Support Services for 3 rd Quarter Community Grant	\$13,956.25
Check to Aging Care Connections for semi-annual grant	<u>\$39,133.00</u>
Total	<u>\$195,392.62</u>

Thereupon, the following motion was made by Adam Wilt and seconded by Joe Derosier:

RESOLVED, that the January 2025 payables listed above in the amount of \$195,392.62 be and the same is herewith ratified, confirmed approved.

The Chair then called for a roll call vote in accordance with the provisions of Article III, Section 7c of the Constitution and Bylaws, which was recorded as follows:

Christine Carr	In favor
Joe Derosier	In favor
Timothy Heilenbach	In favor
Cynthia Kaczmarczyk	In favor
Kara Kalnitz	In favor
Melinda J. Lehman	In favor
Adam Wilt	In favor

The Chair called for any other or further business. There being none, on motion made by Timothy Heilenbach and seconded by Kara Kalnitz, the meeting adjourned at 7:18 p.m.

The following Way Back Inn Board members joined the RTMHB after the meeting ended, namely:

Raymond F. Soucek, Board President
Kevin Hacker, Board Vice President
Jennifer B. Hubl, Board Treasurer
Terry Mahoney, Board Secretary
Isiah T. Brandon, Board Member
Terry Herbstritt, Board Member
Meg Larson, Board Member
Dagmar Porcelli, Board Member
Mark Talluto, Board Member
Pat Carroll, Board Member

Salena Burke, Board Member
James Labuda, Board Member

Respectfully submitted,

Joan Labak
Recording Secretary

APPROVED:

Adam Wilt, President

Kara Kalnitz, Secretary-Treasurer