MINUTES OF
RIVERSIDE TOWNSHIP
MENTAL HEALTH BOARD

A meeting of the Riverside Township Mental Health Board was held on Wednesday, April 16, 2025, at the Riverside Township Hall, 27 Riverside Road, Room 4, Riverside, Illinois.

Adam Wilt, President, served as Chair and called the meeting to order at 6:30 p.m. Joan Labak served as Recording Secretary.

Present were:

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

Also present were:

Dr. Joseph Troiani, Consultant
Joan Labak, Staff Secretary
Ellen Kunkle of Pillars Community Services
Yvette Williams of Community Support Services
April Dear of UCP Seguin
Shawn Lewis of Aging Care Connections (Community Resource Center)
April Michalski of WSSRA
Jillian Reid of Way Back Inn

It was noted that the Consultant's Report for April 16, 2025, and the Agency Reports sent to Directors this month were the following:

Aging Care Connections/Community Resource Center – April 2025
Community Support Services – April 2025
Helping Hand – March - 2025
Pillars Community Services – February & March 2025
UCP Seguin – April 2025
Way Back Inn – March 2025
WSSRA – March 2025

The Chair called for any comments, corrections, or additions to the minutes of the Board meeting held on Wednesday, March 19, 2025. 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 Wednesday, March 19, 2025, are herewith approved as circulated.

Kara Kalnitz read and reviewed the Treasurer's Report for the month of March 2025 previously sent by email to Board members. She reported that receipts totaling $286,108.25 from the Cook County Treasurer were received along with an interest deposit of $548.51 in the Maxrate savings account. All the March checks have cleared.

Account balances as of March 2025 were:

- Maxrate Savings Account: $216,788.68
- Checking Account: $173,262.41

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

> RESOLVED, that the Treasurer's Report for the month of March 2025, be and the same is herewith approved, ratified and confirmed, a copy of which is attached hereto, incorporated by reference and made a part of these minutes.

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 noted that the auditors are now working on the RTMHB audit. He also stated that he delivered the annual Statement of Financial Condition to the Township Board.

Adam Wilt reported that the Community Engagement Committee held a meeting on April 15, 2025, which included the following goals:

- Goal #1 – Create a PowerPoint about the RTMHB and train people to present to community organizations.
- Goal #2 – Create collateral (i.e. one-pager/pamphlet/brochure)
- Logo (in process) – Melinda presented multiple logo options created by her husband. The Committee discussed some revisions, and Melinda will bring back revisions to the next meeting.
- Goal #3 Create CRC Social Media Accounts (Facebook and Instagram pages).
- Goal #4 – Leverage local Television opportunities.

The Board then reviewed the core Agency 2025 Grant Applications and approved the following grants to our core agencies in the following amounts.

Pillars Community Service	$311,289.00
Heping Hand	$195,412
Community Support Services	$57,221.00

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

RESOLVED, that the payments to the above core agencies for FY year 2024/2025 are herewith ratified, confirmed and approved.

Pillars Community Service	$311,289.00
Heping Hand	$195,412
Community Support Services	$57,221.00

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

RESOLVED, that the payments for the following Discretionary Grants for FY year 2024/2025 are herewith ratified, confirmed and approved.

Community Support Services	$6,400.00
Thrive Counseling Center on the condition that they send a monthly report to the Board as well as attend the monthly meetings of the Board.	$5,000.00

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 Board then discussed an Agency Appreciation event in June 2025 to be held after the Board meeting. Thereupon, the following motion was made by Melinda Lehman, seconded by Christine Carr, and upon vote taken was unanimously approved:

RESOLVED, that the Board will hold an Agency Appreciation event in June 2025 after the Board meeting at a cost not to exceed the sum of $600.00.

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

Kara Kalnitz then read the list of payables for April 2025 as follows:

Check to Joan Labak for April 2025 salary	$450.00
Check to NAMI for Agency Fundraiser	$2,500.00
Check to Community Support Services	e
Total	$5,450.00

The Chair then called for a roll call vote, 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 Melinda Lehman and seconded by Cynthia Kaczmarczy, the meeting adjourned at 7:54 p.m.

Respectfully submitted,

Joan Labak
Recording Secretary

APPROVED:

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Adam Wilt, President

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Kara Kalnitz, Secretary-Treasurer