

MINUTES OF
RIVERSIDE TOWNSHIP
MENTAL HEALTH BOARD

A meeting of the Riverside Township Mental Health Board was held on Wednesday, June 18, 2025, at the Riverside Township Hall, 27 Riverside Road, Room 30, Riverside, Illinois.

Adam Wilt, President, served as Chair and called the meeting to order at 6:40 p.m. Joan Labak served as Recording Secretary.

Present were:

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

Absent was Kara Kalnitz

Also present were:

Dr. Joseph Troiani, Consultant
Joan Labak, Staff Secretary
Yvette Williams of Community Support Services
Ricardo Avelar of Community Support Service
Shawn Lewis of Aging Care Connections (Community Resource Center)
Jim Tabor of Helping Hand
Lenette Davis of Helping Hand
Jason Strietzel of Thrive Counseling Center
Amanda Lopez of Thrive Counseling Center
Jenni Rook of Thrive Counseling Center
Ellen Kunkle of Pillars Community Health
April Dear of UCP Seguin
Anita Pindur of The Way Back Inn
Jillian Reid of The Way Back Inn
Olivia Barraza of The Way Back Inn
April Michalski of WSSRA

It was noted that the Consultant's Report for June 18, 2025, and the Agency Reports sent to Directors this month were the following:

Aging Care Connections/Community Resource Center – June 2025
Community Support Services – May 2025
Helping Hand – May 2025
Pillars Community Services – June 2025
UCP Seguin – May 31, 2025, and June 30, 2025
Way Back Inn – May & June 2025
WSSRA – May 2025

Thrive Counseling Center 2025 Discretionary Grant Report

The Chair called for any comments, corrections, or additions to the minutes of the Board meeting held on Wednesday, May 21, 2025. Thereupon, on motion made by Christine Carr and seconded by Melinda Lehman, the following resolution was unanimously adopted:

RESOLVED, that the minutes of the meeting of the Riverside Township Mental Health Board held on Wednesday, May 21, 2025, are herewith approved as circulated.

In the Treasurer's absence, Adam Wilt read and reviewed the Treasurer's Report for the month of May 2025 previously sent by email to Board members. He reported that receipts totaling \$330.55 from the Cook County Treasurer were received along with an interest deposit of \$454.97 in the Maxrate savings account. All the May checks have cleared.

Account balances as of May 2025 were:

- Maxrate Savings Account: \$233,021.60
- Checking Account: \$14,550.00

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 May 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	Absent
Melinda J. Lehman	In favor
Adam Wilt	In favor

Timothy Heilenbach reported that the second installment of the 2024 real estate tax bills have been delayed.

The Chair reported from the Nominating Committee the following recommendations:

President – Adam Wilt
Vice President - Cynthia Kaczmarczyk
Secretary/Treasurer – Kara Kalnitz
Township Liaison – Timothy Heilenbach

Thereupon, upon motion made by Christine Carr and seconded By Timothy Heilenbach, the following resolution was adopted:

RESOLVED, that the officers for the upcoming year are as follows:

President – Adam Wilt
Vice President - Cynthia Kaczmarczyk
Secretary/Treasurer – Kara Kalnitz
Township Liaison – Timothy Heilenbach.

Adam Wilt then read a list of payables for June 2025 as follows:

Date Requested	Payee	Purpose	Amount
6/18/2025	Joan Labak	June 2025 Salary	\$450.00
6/18/2025	Pillars Community Health	Q1 Community Grant	\$77,822.25
6/18/2025	Helping Hand Center	Q1 Community Grant	\$48,853.00
6/18/2025	Helping Hand Center	Agency Fundraiser	\$2,500.00
6/18/2025	Community Support Services	Q1 Community Grant	\$14,305.25
6/18/2025	Joe Troiani	1st Qtr Salary	\$3,000.00
6/18/2025	Aging Care Connections	Agency Fundraiser	\$2,500.00
6/18/2025	Aging Care Connections	Semi-Annual Grant	\$39,133.00
6/18/2025	WSSRA	Scholarship Reimbursement	\$9,469.28
6/18/2025	Cindy Kaczmarczyk	Food Reimbursenent	\$298.45
6/18/2025	UCP Seguin	Agency Fundraiser	\$2,500.00
		Total	\$200,831.23

Thereupon, the following motion was made by Christine Carr and seconded by Melinda Lehman:

RESOLVED, that the May 2025 payable listed above in the amount of \$450.00 be and the same is herewith approved.

The Chair then called for a roll call, which was recorded as follows:

Christine Carr	In favor
Joe Derosier	In favor
Timothy Heilenbach	In favor
Cynthia Kaczmarczyk	In favor
Kara Kalnitz	Absent
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 Melinda Lehman, the meeting adjourned at 7:15 p.m.

Respectfully submitted,

Joan Labak
Recording Secretary

APPROVED:

Adam Wilt, President

Cynthia Kaczmarczyk, Vice President