

**January Monthly Board Meeting
January 5, 2017**

Attendees: Ed Guthrie, Catherine Wightman, Julia Webb, Nedra Simmons, Tammy Baxter, Turquoise Banks, Bonnie Bell, Rachel Lubke, and via phone Ellie Valderas

Meeting Called to order at 6:10 p.m. by Ed Guthrie

Introduction of all Board Members:

- Ed Guthrie - President
Elizabeth Valderas - Vice President
Tammy Baxter - Secretary
Pamela Harmon - Treasurer

Turquoise Banks
Bonnie Bell
Donna Correa
Christopher Janvier
Rachel Lubke

- Catherine Wightman
Kim Zueck-Parker
Nedra Simmons
Jennifer Nunley – Office Manager
Julia Webb – Walk Manager

Two Position need to be filled Secretary and Program Chairman: Tammy Baxter volunteered to be the Secretary and Rachel suggested that Julia become the Program Chairman; Julia accepted

- Secretary – Tammy Baxter
- Program Chairman – Julia Webb

Monthly Meeting Pot Lucks:

- Ed will provide pizza for the January Meeting
- Ellie will provide dinner for February meeting
- Alpha Kappa Alpha Sorority, Inc., Beta Mu Omega Chapter will provide dinner at the May meeting

Julia Webb

Will provide a contacts list and a copy of NAMI Tarrant County Bylaws at the next meeting.

Treasurer Report:

- Administration Cost:
 - \$7,700.00 was budgeted vs \$14,381.54 actual
 - Need to verify what was all in the Administration Cost
- 2017 Budget
 - Expenses - \$90,644.54
 - \$600 is allocated for Legislative Cost
 - Ellie is requesting \$2,800 budget
- We will approve the 2017 budget at the February 2nd Meeting
- Audit update – table until February Meeting

2016 NAMIWalks

- 2016 Income - \$105,581.85
- 2016 Expenses - \$32,919,83
- Expenses increased due to marketing and new branding
- Julia is requesting an additional \$5,000 be allowed due to branding (will review the budget with the Executive Committee) and present next month for a vote.

2017 NAMIWalk

- Kick-off luncheon (KOL), Wednesday, August 9, 2017, Colonial Country Club
- Walk Day, Saturday, October 14, 2017 – Trinity Park Pavilion
- Honorary Chairman – Fort Worth Police Chief, Joel Fitzgerald
- Walk Managers Training (virtual)
 - Tuesday, January 31, 2017 – 1:00 p.m. – 3:00 p.m.
 - Wednesday, February 1, 2017 – 1:00 p.m. – 3:00 p.m.
 - Please let Julia know if you are interested in attending
 - March/April Walk Event
 - May – Mental Health Month – Community Awareness Activities

Advocacy – Ellie will ensure she submits everything that is needed for the trip.

Board Member at Welcome Table

- Request to have a board member present by 5:30/6:00 p.m. to welcome members/guest at the monthly meeting
- Thursday, January 19th
The University Christian Church
2720 South University Drive, Fort Worth 76109
- Turquoise will assist at the January meeting

Newsletter

- Asking new board members to send Rachel L their information for the monthly newsletter – Rachel@namitarrant.org
 - Please provide information regarding your passion
 - What make you want to be a part of NAMI

- Tell your story and give the passion as to why you serve on the board
- Ed and Julia will provide information/update to Rachel about the direction/goals for 2017.

Old Business

- Mary Louise Garcia Award/Picture (Julia will schedule her time for Ed and Julia to meet with Ms. Mary Louise Garcia)

Announcements

- NAMI Tarrant County will have a shared Dropbox
 - Rachel will send out a link for everyone to join
 - The Dropbox will contain brochures, files, logos, etc.
- If Board Members are interested in having a NAMI email address, please let Jennifer Nunley know – jennifer@namitarrant.org
- New board members will receive:
 - Business cards
 - Badges
 - Shirts
 - Jennifer will need to ensure all new Board Members – NAMI Membership is current
- Upcoming Training
 - Family Support Group Training
 - NAMI Dallas – January 27th – 29th
 - NAMI Austin – February 25th – 26th
 - Basics Training
 - NAMI Austin – February 25th – 26th
 - Peer to Peer
 - NAMI El Paso – January 13th – 15th
 - Family to Family
 - NAMI Austin – January 27th – 29th
 - We have an immediate need is Family Support training – you need to have a personal connection in order to teach the class
 - Ed will verify the time for the training
- Website needs to be updated with January meeting information and Board Members.

New Business

- Change Julia's title from Walk Manager to Executive Director (tabled until February 2017)
- Ellie Moved to extend Julia's contract for 2017 – Second by Rachel – **Motion passed**

Submitted by:
Tammy Baxter