

**FORENSIC MENTAL HEALTH ASSOCIATION OF CALIFORNIA
BOARD OF DIRECTORS MEETING**

October 3, 2005
San Francisco, CA

MEMBERS PRESENT: KEN CARABELLO, JOEL FAY, CARRIE
GUSTAFSON, JANE LOVELLE, DAVID M. POLAK,
MOLLY WILLENBRING

MEMBERS ABSENT: MARK GRABAU, JO C. ROBINSON

I. CALL TO ORDER:

The meeting was called to order at 9:40 am, by Joel.

The minutes from the May 16, 2005, meeting were approved by acclimation.

II. REPORT OF THE PRESIDENT:

Joel presented an agenda of association business issues.

1. The website. Molly will contact FirePhoto to attempt to acquire FMHAC.com as our website.
2. November mailing. Joel has not finalized a mailing with John Gannon. Joel will attempt to coordinate this with the AACFP.
3. Grant letters. We will apply for \$7,000 from Eli Lilly. We will apply for \$3,000 from Bristol Meyers. We will apply for \$5,000 from Astra Zeneca. We will apply for \$4,000 from Janssen. We will apply for \$500 from Liberty Health Care. We will review the grant letters at the December meeting. Grant letters should be prepared to mail out in January.

III. REPORT OF THE TREASURER:

Carrie reports our assets as follows: Bank of America \$21,787; American Express \$171,841; with miscellaneous assets brings the total to \$195,128.

Molly's contract. Molly proposes to contract for \$11,250 for the 2006 conference. Ken motions that the FMHAC contract Molly for \$11,250 for the 2006 conference. The motion was approved unanimously.

IV. REPORT OF CONFERENCE DIRECTOR:

Presenters. The board discussed the various speakers and presentation topics. We will refine topics to cover a variety of issues. Jane discussed the tracts and papers which would be presented.

Molly will construct a grid of needs and tasks related to the conference for the board to review in the December meeting.

Luncheon. Jane and Molly are working on a luncheon presentation that would accommodate all conference attendees.

The board discussed ways to streamline the conference registration process.

IV. ADMINISTRATIVE REPORTS:

Job descriptions. Molly suggested that the board update their job descriptions as circumstances have changed in the association. The board discussed timelines for the years activities.

The next meeting will be Monday, December 12th, at 9:30 am at JPS.

V. ADJOURNMENT:

The meeting was adjourned at 3:45 pm, May 16, 2005.