



Board of Directors Meeting Minutes

November 18, 2011 at 3:00 p.m.

Location: Teleconference

Members Present: Molly Willenbring, Cynthia Lermond, Mark Grabau, Jane Lovelle, Munir Sewani, Douglas Smith, and Dave Meyer

Members Absent: None

Opening: A meeting of the FMHAC Board of Directors was called to order at 3:10 p.m. on November 18, 2011 by Mark Grabau.

A. Approval of Agenda

The agenda was sent to the members via email prior to the meeting. The board reviewed and approved the agenda for today's meeting.

B. Approval of Minutes

The board reviewed and approved the minutes for the Board of Directors Meeting dated November 9, 2011.

C. Open Issues

<i>Agenda Item and Discussion</i>	<i>Action/Outcome</i>	<i>Follow-up</i>
<p><i>Appointment of Director of Conference</i></p> <ul style="list-style-type: none"> ○ On November 9, 2011, Alison Stanley submitted to the Board via email her resignation as the Director of Conference. ○ A <i>Session of the Executive Committee of the Board</i> was held regarding the appointment of the Interim Director of Conference. Mark nominated Jane Lovelle for the position and spoke of her qualifications. ○ Jane accepted the nomination and assured the Board that she will work collaboratively in this position. 	<p>The Executive Committee of the Board voted to appoint Jane Lovelle as the Interim Director of Conference.</p>	
<p><i>Keynote Speaker and Presenters for 2012 Conference</i></p> <ul style="list-style-type: none"> ○ Molly discussed Amanda Ruiz's resignation from the Planning Committee (email had been forwarded to the Board on 11/17/2011) and possible cancellation of the presenters she had arranged for the psychiatry track. ○ Molly reviewed with the Board the current and alternative schedules. There was a discussion of how to contact each of the presenters and confirm their presentations and contracts. ○ There was also discussion regarding the schedule on Friday and whether to extend the panels to 3 hours each. ○ Molly stated that she will need confirmation (topic/title, schedule, compensation, travel, and hotel) from all presenters by December 1, 2011 for inclusion in the announcement and conference planning. ○ Molly and Jane asked that Board members following up with presenters let the presenters know that Molly and Jane will be collaborating with them to finalize arrangements. ○ There was a discussion of possible Keynote Speakers. Doug contacted Judge Danielson who expressed interest in doing the keynote speakers. ○ There was also a discussion of the possibility of hosting a social gathering with food and drink on Wednesday evening. 		<p>Jane will contact Judith Dietch regarding her presentation.</p> <p>Molly will contact Dr. Harmell to confirm her presentation at the conference.</p> <p>Doug offered to contact Dr. Krelstein to confirm his presentation.</p> <p>Munir will follow-up with Dr. Lareau who has agreed to do a presentation on Law and Ethics.</p> <p>Dave will follow-up with members of the panels scheduled on Friday to</p>

		<p>determine if they would do a 3-hour presentation.</p> <p>Munir will maintain contact with Dr. Stahl regarding a possible presentation on the neuroscience of violence.</p> <p>Jane and Molly will follow up with Judge Danielson, Board members, and presenters to spearhead the confirmation of arrangements.</p> <p>Molly will follow-up with the hotel regarding the cost of hosting a social gathering.</p>
<p><i>Tuition for 2012 Conference</i></p> <ul style="list-style-type: none"> ○ There was a discussion of reducing the cost of tuition and/or membership given that the cost of Dr. Kellerman's book will no longer need to be covered. 	<p>This matter was tabled for the next Board meeting when the Board has more information regarding costs and budget.</p>	
<p><i>Community Enterprise Software Follow-Up</i></p> <ul style="list-style-type: none"> ○ Molly spoke with a representative from Community Enterprise Software to discuss the benefits, utility, and costs/savings of the software. ○ <u>Motion</u>: Molly put forth a motion to purchase and implement Community Enterprise Software. 	<p>The Board voted to approve the motion.</p>	

<p><i>Updated on Executive Director Evaluation Process</i> There was no new information presented on this matter.</p>	<p>This matter is tabled for the next Board meeting to allow for the Board to review Molly's proposal.</p>	<p>Molly will send the board members a copy of her proposal for the evaluation process.</p>
<p><i>COMIO Update</i> Molly reported that Charlie Walters presented the proposal to COMIO yesterday. COMIO is proceeding with a review of the proposal and legal consultation. Molly anticipates having an updated proposal in the coming weeks.</p>		<p>Molly will send out the updated proposal to the Board once she has received it.</p>

D. Next Meeting

The next meeting is scheduled as a teleconference on December 2, 2011 at 2:00 p.m.

E. Adjournment

The meeting was adjourned by Mark Grabau at 4:32 p.m.

Minutes submitted by Cynthia Lermond on December 1, 2011.