

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

November 8, 2002

Encino, CA

**MEMBERS PRESENT:** JOAN CAIRNS, HARRY GOLDBERG, CARRIE GUSTAFSON, DAVID M. POLAK, JO C. ROBINSON, DANTE ROSETE, CYNTHIA SHACKELFORD

**MEMBERS ABSENT:** None

**I. CALL TO ORDER:**

The meeting was called to order at 11:55 am, by Harry Goldberg.

**II. TREASURER'S REPORT:**

Stephen Tedmeyer, American Express Financial Advisor – Account Update:

Steve gave an update on our portfolio. He also presented an asset allocation proposal for the board to consider for the future. The presentation was discussed later in the meeting. A motion to make the changes Steve recommended was brought forward by Harry and unanimously approved.

Fiscal Year 01-02 – Final Figures:

We closed out last years books with a loss of \$15,000. Donations for the coming year will need to be followed up on. Joan will contact Janzen, Cynthia will call Eli Lilly, Telecare and College Health. This years budget is on target so far. Carrie brought forward the idea of Cynthia's status with the FMHAC to be changed from an independent contractor to a salaried employee. Cynthia will research this issue.

### **III. PRESIDENT'S REPORT**

The Forum will be out on time. Cynthia brought up the need for the board to notify the membership of the off ground fees as soon as possible. Harry will write a letter that will be an insert into the conference brochure.

### **IV. VICE-PRESIDENT'S REPORT**

Dante distributed a brochure and a draft of procedures put together by the public policy committee. The committee would like the board to spend more time advocating for legislation. However, there are strict rules regarding the amount of time non-profit's can engage in this activity. Carrie will attempt to get that information for Dante. The role of a non-profit is to stress educational activity and not actual lobbying activity.

Merchandise:

The concept of pre-ordering merchandise was introduced. The idea of piloting knit caps as a new item was discussing. The dead line for ordering merchandise is not for two to three months. The board will give this issue more consideration.

### **V. DIRECTOR OF EDUCATION'S REPORT**

The dead line for applications for student scholarships for the conference is 1/15/03. Jo confirmed the adjustment to the health committee budget. Jo reports the newly formed state mentally offender committee is requesting the FMHAC assist in distributing funds for future grants as a fiscal agent. There will be administrative costs for this that we will be reimbursed for. Harry motioned that the FMHAC agree to this task. The vote was unanimously in favor by the board. The board discussed that a letter of agreement be drafted.

## **VI. DIRECTOR OF CONFERENCE REPORT**

A tentative schedule for the conference presentations is in place. Helen Thompson will be our key note speaker. The schedule has come together well. The Thursday social hour will be changed from a DJ to a "cocktail party" format.

## **VII. SECRETARY'S REPORT**

We discussed getting more information on our membership. Cynthia will amend the registration form to get information on discipline, type of organization and more specifics about our members. David will work with her on this project. There are four board positions up for re-election, President Elect, Vice-President, treasurer and Director of Conference. Carrie will run for another term as treasurer. There are currently no nominees for the other positions.

## **VIII. ADMINISTRATIVE DIRECTOR'S REPORT**

Cynthia reports MCEP dead lines are on target. The conference schedule will be on the website one month earlier than last year along with figures for an early bird rate. Dead lines for cancellation were set for one week prior to the conference. Brochures will go out in early December.

## **IX. ADJOURNMENT**

The meeting was adjourned at 3:20 pm. The next meeting will be a teleconference on 1/10/03 at 10:00 am.