



THOMAS M. WERNERT CENTER

FOR MENTAL HEALTH RECOVERY & SUPPORT

208 W. Woodruff Ave. | Toledo | OH | 43604 | 419.242.3000
wernertcenter.org

Minutes

Board of Trustees, Thomas M. Wernert Center (TMWC)
Tuesday, October 26, 2021 Board of Trustees Meeting
4:30 pm – Thomas M. Wernert Center

Call to Order – Lisa Urrutia called the meeting to order at 4:34 p.m.

Roll Call – Evamae LaVoy

Trustees Present

Jenifer Brown, Taylor Burns, Amanda Denniss (by phone), Warren Frary, Georgia Humbarger, Evamae LaVoy, George Monger, Theresa Nelson, and Lisa Urrutia

Trustees Excused

Tammy Hochradel

Staff Present

Patti Robb, Executive Director, Tonalee Tucker, Finance & Operations Director, and Shauta'u Berry, Administrative Assistant.

Recognition of Visitors – N/A

Thomas M. Wernert Center Mission Statement was read by Lisa.

Approval of September 28, 2021 Board Meeting Minutes

- Lisa presented the minutes for approval from the September 28 board meeting. A motion to approve the minutes was made by Amanda and seconded by Jenifer. The motion was unanimously approved.

Committee Reports

Finance Committee – George Monger

- George started off with looking into the first three (3) months of the FY022 Profit & Loss Budget Performance September 2021. According to MHRS Board ALLOCATIONS we are over budget. Indicated that our Grant Income is considered funds we already have & now spending it. Both of these accounts are considered Mutual Funds.
- Over budget for the month of September
- Miscellaneous Income is \$82,770 which comes from the Employee Retention Tax Credit. This income was not part of the original budget for the month
- Total September income \$243,823 estimated budget \$134,743 which puts us \$109,080 over budget
- Payroll is still under budget even with the three (3) new hires for the month.
- Staff expenses are high due to reviewing of the Employee Handbook & after receiving two (2) months of invoices for the Newsletter
- We are on target with last month's (August) Audit bill
- General Operating is over budget
- Total expenses for September \$147,251 we are over budget \$13,784
- Income for the month \$96,572 YTD \$140,670

Amanda made a motion that the Board of Trustees approve the September 2021 Financial Statements as presented in the October 26, 2021 board meeting packet. Lisa seconded the motion. The motion was unanimously approved.

- Tonalee stated Mental Health Board stated we are able to use the additional Tax Credit dollars where needed.
- Tonalee also reported that she and Patti submitted a grant to OhioMHAS for Behavioral Health Workforce Retention Funding. This money is for FY 22 and is designed as an incentive for employees to remain in their jobs for up to one year. Employees are asked to sign a commitment before receiving the funds. The funding is not intended for Executive Directors or other personnel who do not provide direct service to members.

Development Committee – Patti Robb

Patti shared that Halloween@Hensville held Saturday, October 23, 2021 was a success. Approximately 200 people were in attendance. There were 15 members and seven staff who were there. Tonalee reported an approximate net of \$25,000.

Nominating Committee – Lisa Urrutia

- **Board Recruitment** – Lisa asked the board to continue working to recruit additional members. Patti prepared a paragraph for use on personal social media sites to ask if anyone would be interested.
- Patti stated she attended a nonprofit board recruitment event held by EPIC Toledo, a young professionals group organized by the Toledo Area Chamber of Commerce.
- Lisa stated that the pandemic has changed things and people don't seem to be interested in board work. Many are more interested in just volunteering for a one-an-done.

Unfinished Business – Lisa Urrutia

- Lisa addressed some of the recommendations from Emily Croak of Aly Sterling Philanthropy during the Board Retreat, including adjusting our committee structure.
- A proposal regarding a change in the Code of Regulations regarding committees was distributed last month and in the October Board Packet. The amendment to the Code of Regulations outlines the four committees necessary to being a purposeful and successful board of trustees.
- A discussion followed regarding the four proposed committees – Governance, Finance, Program, and Development/Communications.
- Lisa also clarified that the Executive Committee would still exist in case of emergency business; however, most of the governing of the board would be handled by the Governance Committee.
- The newest committee is for Program. Lisa mentioned that this committee may utilize consultants and outside advisors, as well as staff and members.
- Clarification was made that 'fundraising' is the same as development.
- Additional discussion regarding committee changes followed. Patti will put together a chart and send it with the minutes and updated Code of Regulations.

Jenifer made a motion that the Thomas M. Wernert Center Board of Trustees adopt the Resolution to amend Article 7 – Committees in the Code of Regulations, effective immediately. Theresa seconded the motion – all voted in favor.

- Lisa then made suggested committees for trustees. Amanda asked to remain on policy. Lisa reminded her and others that there were no longer going to be personnel or policy committees.

- Suggested committees, include:

Governance

Evamae
George
Lisa
Theresa
Amanda

Finance

George
Tammy
Taylor
Warren

Program

Amanda
Georgia
Taylor
Theresa

Development/Communications

Evamae
Jen
Lisa
Warren

New Business – None

Executive Director’s Report – Patti Robb

New Hires

- Shauta’u Berry, Administrative Assistant
- Callie Dahnke, PEP Specialist

Open Positions

- Peer Supporter – full-time
- Peer Supporter – part-time

Social Media

- From **May 1 to August 31** (, 4,275 people were reached via Facebook over a four-month span. That is an increase of 2,433 people since the last report on March 22. During that same period, 70 people were reached via Instagram.
- Since the hiring of Chloe as communications specialist, from **September 1 to October 25 (55 days)**, 3,783 people were reached via Facebook. An 89.6% increase from the month before.
- During that same period, 383 people were reached via Instagram. A 907% increase from July 1 to August 31. Follower count has grown to 200+.

Trauma Informed Care

- We had 31 members attend, with only one person who did not feel they got anything useful out of the training (maybe he/she was the one sleeping?).
- The only negative responses were about WiFi.

October DEI Training - Implicit Bias and Microaggressions

- Staff Completed – October 22, 12:30 to 4:00 p.m.

CIT Training

- Wednesday, November 3 and Thursday, November 4
- Four sessions total with two on each day. 9:00-10:15 and 10:45-12:00.

Diversity Matters Workshop for Members

- For Members – Tuesday, December 14
- Two Sessions: 9:30 a.m. to 11:30 a.m. or 1:30 p.m. to 3:30 p.m.
- Lunch Provided. Sessions are free, but space is limited.

Thanksgiving for Members

- We are offering a special Thanksgiving Supper Club meal for members on Thursday, November 18 and Friday, November 19. Stop by and pick-up a serving of turkey, stuffing, green beans, mashed potatoes, cranberry sauce, a dinner roll, and pie provided by Bob Evans.
- Meals are available on a first come, first served basis, so RSVP as soon as possible.
- You can pick up your meal between 10:00 a.m. and 3:00 p.m. on one of the two days.
- Members must RSVP to Lisa at 419-242-3000, ext. 104 or 419-764-5525 no later than Friday, November 12 at 4:00 p.m.

Adjourn