NAMI California Annual Board Meeting Minutes
Saturday, October 29, 2011
Courtyard San Diego Mission Valley/Hotel Circle
595 Hotel Circle South, San Diego, CA 92108

BOARD MEMBERS PRESENT: Dorothy Hendrickson, President; Mark Gale, 1st Vice President; Frances Tibbits, Treasurer; Shannon Jaccard, Secretary; Randy Beckx, Ratan Bhavnani, and Navah Statman.

BOARD MEMBERS ABSENT: Brenda Scott, 2nd Vice President; May Farr, Sergio Aguilar-Gaxiola, M.D.

STAFF PRESENT: Jessica Cruz, Executive Director and Nikki Townsend, Operations Manager

CALL TO ORDER
The meeting was called to order at 9:27 a.m. by President Dorothy Hendrickson.

APPROVAL OF MINUTES
The meeting minutes from September 22, 2011 were reviewed and corrections were noted. A motion was presented to adopt the minutes of 9/22/11 as amended.

MOTION #1
MOTION by Frances Tibbits. Second by Randy Beckx. MOTION PASSED

APPROVAL OF AGENDA
The agenda was reviewed and amended; there was a vote to adopt 10/29/11 agenda with revisions.

MOTION #2
MOTION by Ratan Bhavnani. Second by Randy Beckx. MOTION PASSED

SCHWAB ACCOUNT
A Schwab account is being opened to replace the Wells Fargo stock trade and savings accounts currently in use. A motion was put forth to adopt the resolution by the Board of Directors authorizing establishment and maintenance of a brokerage account with Charles Schwab.
MOTION #3  

MOTION by Shannon Jaccard.  
Second by Randy Beckx.  
MOTION PASSED  
- Mark Gale abstained  

NAMI ALAMEDA COUNTY SOUTH – APPLICATION REVIEW  

A new NAMI California Affiliate application for NAMI Alameda County South was presented to the Board. This new affiliate would be a separate entity from the NAMI Alameda (a Committee under the Mental Health Association, Alameda County organization), which is currently not compliant with NAMI National Bylaws. After a discussion the Board decided:  
- NAMI California will encourage both Alameda groups to work together to find the best resolution.  
- NAMI California will address the compliance concerns with NAMI National and NAMI Alameda directly.  
- The President and Executive Director will schedule a conference call with NAMI Alameda representatives.  
- The NAMI Alameda County South application will be discussed further at a future Board meeting, conference call, or January Board meeting.  

KELLY GRANT – REVISITED  

The recommendation for a motion regarding the Kelly Grant ($12,500) and NAMI California matching funds was discussed during the October 28, 2011 meeting. A motion to approve NAMI Connections proposal, Scenario 3 and match additional funds to expand the Kelly Grant was presented.  

The Board approved the utilization of Bequest Funds (approx. $950,000) in the following manner:  

- $300,000 Reserve Funds  
- $300,000 Real Estate/Capital Improvement  
- $300,000 Money Market/Investment Account  
  (earning approx. ½ % yearly, $5,000)  
- $ 50,000 Dedicated to Program Support and Development  

The total Bequest funds to be utilized to expand NAMI program support and development over the next three years is estimated at $65,000. In addition, we plan to obtain $12,500 worth of grant funding during this period, which will allow NAMI California to dedicate at least $30,000, per year for three years, a total of $90,000 to expand programs and services throughout California.
Example, FY 2011/12 (Year 1):

- $12,500  Grant Funds
- $12,500  NAMI CA Bequest Funds
- $  5,000  Money Marked Interest Earned
- $30,000  Total for FY 2011/12

**MOTION #4**

Approve Scenario #3, to expand NAMI Connections Program by utilizing:

- $12,500  Kelly Grant
- $  8,000  NAMI CA Bequest – Matching funds
- $20,500  Total allocation

**MOTION** by Shannon Jaccard.  
**Second** by Randy Beckx.  
**MOTION PASSED**

**NAMI BIKES**

The discussion of NAMI Bikes was postponed until a future meeting. At that time the Board will review this event and a proposal from Scenario Communications.

**FY 2011/12 PRIORITIES**

The Board members discussed and decided upon top priorities for FY 2011/12. These priorities were assigned to specific committees.

**FY 2011-12 Board of Directors – List of Priorities**

1. Affiliate Development  
2. Legislation  
3. Probation Training, Criminal Justice Affiliate Liaisons, CDCR/NAMI Outreach  
4. Outreach, including but not limited to multicultural  
5. Fund development  
   a. Tribute Tree  
   b. Reception with top donors  
   c. Matching funds, distribution of $30,000  
   d. NAMI Bikes  
6. Three-five Year Strategic Plan  
7. Capital Campaign  
8. Update NAMI California Policies, Procedures and, Bylaws  
   a. Investment Policy

**2011/12 List of Priorities by Committee**

- **Executive Committee**  
  - 3-5 year Strategic Plan
• **Finance Committee**  
  - Investment Policy and Procedure  
  - Financial Policies and Procedures  

• **Fund Development Committee**  
  - Tribute Tree  
  - Reception with top donors  
  - Matching Funds ($30,000)  
  - NAMI Bikes  

• **Governance Committee**  
  - Policies and Procedures  
  - NAMI California Bylaws  

• **Affiliate Development Committee**  
  - Outreach  
    - Multicultural  
    - Consumer Council Workgroup  
    - Veterans Council Workgroup  
  - Affiliate Benefits  
    - Membership database/mailing lists  
    - Registration for program classes  
    - Donor management database  
    - E-mail management  
    - Send membership renewal notices  
    - Partner with local affiliates regarding NAMI Bikes  
    - Share NAMI CA goals with Presidents and Executive Directors  
    - Marketing/Branding  
    - Fact Sheets  

• **Government Affairs and Public Policy**  
  - Legislation/Legislative Workgroup  
  - Criminal Justice Workgroup  

• **Ad hoc committee**  
  - Capitol campaign  

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**ADJOURNED**  
This meeting was adjourned at 2:25 p.m.

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Shannon Jaccard  
NAMI CA Board Secretary  

Date