

Approved Minutes  
**Community Mental Health of Ottawa County – Finance Committee Meeting**  
CMH Board Room  
12265 James Street, Holland, Michigan 49424  
Thursday, February 14, 2007

**PRESENT:** Mary Ann Cartwright, Ed Berghorst, Rita Bird, Mark Bombara

**ABSENT:** Joyce Kortman

**STAFF:** Patricia Genesky, Greg Hofman, Kathy Coffey, Albert Doorn

**GUESTS:** June Hagan

CALL TO ORDER

Mary Ann Cartwright, Chairperson, called the Finance Committee meeting to order at 3:17 p.m.

VISION & MISSION STATEMENT

Ms. Cartwright noted the vision and mission statement.

APPROVAL OF MINUTES

CMH/FC 08-007 Motion: To approve the Minutes of January 17, 2008 Finance Committee meeting.

Moved by: Berghorst

Supported by: Bird

MOTION CARRIED

APPROVAL OF AGENDA

CMH/FC 08-008 Motion: To approve the Agenda for February 14, 2008 Finance Committee Meeting.

Moved by: Bird

Supported by: Berghorst

MOTION CARRIED

Ms. Cartwright noted in that Dr. Brashears was unable to attend the meeting, the agenda item pertaining to contracts less than \$1,000.00 per week will be addressed during the March Finance Committee meeting.

REGULAR COMMITTEE BUSINESS:

a. Review and approval of service contracts

CMH/FC 08-009 Motion: To accept the February, 2008 service contracts as presented and forward to the Board for approval.

Moved by: Bombara

Supported by: Berghorst

MOTION CARRIED

Ms. Coffey reviewed the service contracts as presented and answered questions. Of note was the contract with Dr. Edward Swart, which calls for a two-month extension of the existing contract to allow time for Dr. Brashears and staff to review the agency's need for psychological services and testing. The workgroup will present their recommendations to the Leadership Group.

b. Review of monthly financial statements

CMH/FC 08-010 Motion: To accept the January 2008 financial statements as presented and forward to the Board for approval.

Moved by: Berghorst

Supported by: Bird

MOTION CARRIED

Ms. Hagan reviewed the January 2008 financial statements as presented and answered questions. She also provided detailed information pertaining to actual expenses through December, 2007 and the cost analysis for the new residential placements. She discussed the projected budget deficit as well and various strategies for dealing with this issue.

*c.* Budget Adjustment #3

CMH/FC 08-011 Motion: To accept the FY 2007/2008 Budget Adjustment #3 as presented and forward to the Board for approval

Moved by: Bombara

Supported by: Berghorst

MOTION CARRIED

Ms. Hagan reviewed the budget adjustment #3 as presented and answered questions.

OLD BUSINESS

**Discussion of Process to Review Contracts of Lesser Importance – Currently set at less than \$1,000 per week – Michael Brashears**

Due to Dr. Brashear's absence, this item will be placed on the March, 2008 Finance Committee agenda.

NEW BUSINESS

No new business

ADJOURNMENT

CMH/FC 08-012 Motion: To adjourn the February 14, 2008 Finance Committee meeting

Moved by: Berghorst

Supported by: Bombara

MOTION CARRIED

Ms. Cartwright adjourned the February 14, 2008 Finance Committee meeting at 4:16 p.m.

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Mary Ann Cartwright, Chair