



# Tarrant County

## NAMI TC Board of Directors – Meeting May 05, 2016

---

**ATTENDANCE:** The meeting was called to order at 6:15 p.m. at the MHA office in the Alfred Saenz Conference Room.  
**Present:** Ed Guthrie, Scott Collins, Ruth Collins, Donna Correa, Jennifer Nunley, Brandon Alexander, Rachel Lubke, Elle Valderas, Tammy Baxter, Kim Zueck  
**Absent:** Walter Taylor, Christopher Janvier, Vivian Siao  
**Quorum:** Met  
**Staff:** Julia Webb  
**Guests:** Eric Vanderwerken

---

**WELCOME:** Ed Guthrie welcomed the board

---

**MINUTES:** April 2016 minutes were distributed at the meeting. Two approvals were received via email, in-person vote approved the minutes as written 6-0-0.

---

**TREASURER'S REPORT:** Brandon Alexander presented the status of the checking, savings, and mutual fund accounts. A discussion was held regarding investment solutions for approximately \$80,000-\$90,000 in the checking account as the account does not provide a return. As the monies cannot be committed for more than 2 years, options are limited. There is reluctance to expand exposure through mutual funds as the stock market is currently high. Brandon recommended not investing the money in any financial investment. Ed Guthrie recommended moving the money to savings to garner some interest.

The discussion moved to buying one of the less expensive homes in the area, improving it, and reselling it. Some hesitation was brought in regarding the skill set on the current board. Potentially, lawyers or accountants could be recruited to increase the knowledge in these areas.

Discussion was held to spend some of the money for radio advertising for the NAMIWalk, etc.

A motion was made by Scott Collins to move the money to the savings account. A second was made by Donna Correa and passed 7-0-0.

---

**OLD ITEMS:** Doctor's Letter: The Doctor's letters are address and stamped. They will be sent out tomorrow.

Registration table: Donna Correa will work the table this month with Eric.

FaithNet: Training has been completed for FaithNet. The stories need to be completed and submitted by the participants. A letter is being drafted to contact churches.

Survey: Kim will resend the survey to the board for review.

---

**NEW ITEMS:** Sales Training and Exercises: Brandon Alexander led the board in exercises to improve our active listening skills. The exercise encouraged listening and thinking about what the other person said before forming a response.

Online Support Groups: Brandon Alexander presented the idea of using an online forum such as Google Hang-Outs to hold support groups. It would expand the reach of NAMI-TC to individuals who cannot make it to the meetings and allow the support groups to be held at any time of day or night, depending on participant interest. There is no cost for Hang-Outs. It allows up to 10 people at a time. A practice set up was set for Thursday May 12, 2016 at 6:00 pm.

---

Office Manager (Closed session): The current office manager, Sue Adams, is retiring, and has provided Ed Guthrie with a list of duties. Ed proposed Jennifer Nunley as the new manager with a starting salary of \$900 per month. He proposed a 6 month probation period with a \$50 raise per month if she performs her duties satisfactorily. The proposed hours would be 10:00 am – 3:30 pm Monday through Friday, with two days per month extending to 9:00 pm for the board meeting and membership meeting. Ed presented a list of qualifications for Jennifer as well. Discussion followed regarding the suitability of Jennifer for the position. Elle Valderas made a motion that Jennifer Nunley be hired at the proposed rate, and Kim Zueck seconded. The motion passed 8-0-0.

Severance: A one month severance pay was suggested for Sue Adams. Sue will help train Jennifer. Rachel Lubke recommended presenting Sue with a memento at the June general meeting. Rachel Lubke, Julia Webb and Elle Valderas will arrange the party and memento for the June meeting. Kim Zueck motioned for \$250 be used for the memento, and Rachel Lubke seconded. Motion passed 8-0-0.

Tarrant County College – North East has received approval from the national NAMI body to form a NAMI on Campus group. Scott Collins facilitated a discussion regarding the status of the campus group and our affiliate. Rachel Lubke stated that the group would function more as a sorority or fraternity and was under the purview of the college. In addition, if the NAMI-TC affiliate shows interest and support, it is more likely that the graduates could be funneled into NAMI-TC. Brandon Alexander raised the question of liability should issues with the group be encountered. It was stated that the college bares the liability for any problems, not NAMI or the NAMI-TC affiliate. NAMI-TC could partner with the NAMI on Campus group for help in advocacy, NAMIWalk, etc. Scott Collins requested the board commit our support and non-financial resources to partner with the TCC-NE group. Kim Zueck made a motion to support the TCC-NE NAMI on Campus group with non-financial means, and Brandon Alexander seconded the motion. Motion passed 8-0-0.

Kim Zueck presented the idea to get the End the Silence into the area schools for May 2017. Discussion was held on how it can be accomplished. Kim stated that discussion would need to begin now to get on their agendas. Rachel Lubke recommended introducing NAMI-TC to the school boards, talking with counselors, etc. Ed Guthrie will discuss topic with Kim separately.

---

**MONTHLY MEETING** Jun 16<sup>th</sup>: TBD

**PROGRAM TOPICS:** Jul 21<sup>st</sup>: Legislative presentation – tentative – based on recommendation by Kim Zueck to focus on 2 or 3 bills to put on advocacy webpage. Presentation to include the bills and provide letters for consumers to mail to their respective representative or senators. Kim and Ruth Collins to work on.

Aug 18<sup>th</sup>: TBD

Sep 15<sup>th</sup>: NAMIWalk

New ideas for the general meetings were discussed. Brandon Alexander proposed the idea of obtaining a comedian from the mentalhealthchannel.tv. He will send out emails to see if there is any interest on the part of the comedians. In addition, Scott Collins presented a list of ideas for alternate meeting types. After review, it was stated that item 3 “members of the association share their life stories” could be implemented right away. The support group leaders should ask for volunteers. The music programs and theatrical groups ideas would be suitable for a type of “Date” night program. The discussion of legislation is in the works by Kim Zueck and Ruth Collins. Other items such as discussing the survey to be sent to members and presentations on Family-To-Family and Peer-To-Peer educational programs were also discussed.

<b>BOARD COMMITTEES:</b>	<p>Newsletter: No report.</p> <p>Technology: No report.</p> <p>Benevolence: No new requests.</p> <p>Hospitality: Jennifer Nunley has responsibility for this month's potluck. It will be a sandwich smorgasbord.</p>
<b>NAMIWALK MANAGER:</b>	<p>Julia Webb provided an update on the status of the NAMIWalk. Julia has been attending Fort Worth Chamber of Commerce (FWCOC) events, business events, and attending webinars for Donor Drive. Julia will train Jennifer Nunley on Donor Drive.</p> <p>Additional confirmed sponsors were presented. Julia requested help with the Fort Worth Chamber of Commerce new prospect list. Discussion was held regarding the best way to make contact with the new prospects. Ed Guthrie, Brandon Alexander, and Julia Webb agreed to develop a script for the calls. It was recommended that the calls be used to generate face-to-face meetings. Tammy Baxter recommended mailings to the new prospects as well. It would require looking up the addresses as the FWCOC list is not available electronically. The board was recruited to make calls to various contacts for follow up by other board members. Ed Guthrie, Donna Correa, and Elle Valderas volunteered to make the visits starting in June.</p> <p>The first NAMIWalk committee meeting is May 16 and will meet the 2<sup>nd</sup> Tuesday of every month starting in June.</p> <p>The registration site is open for the NAMIWalk. Board members were encouraged to sign up their teams. Nine teams have signed up.</p>
<b>EDUCATION:</b>	<p>Ed Guthrie is coordinating training for 10-12 Family-To-Family facilitators. July 22-24 has been set. NAMI-TC was contacted by the Denton affiliate to see if there would be room for 3 of their people. After discussing the people wanting to be trained from our affiliate, it was determined that there would be room for 3 additional people. A discussion was held regarding the fee to be charged to Denton. No decision was made, topic tabled.</p>
<b>ADVOCACY/ LEGISLATIVE REPORT:</b>	<p>The City of Fort Worth presented a proclamation to NAMI-TC during the May 3<sup>rd</sup> council meeting. In addition, Elle Valderas gave a presentation at the city council meeting.</p> <p>Kim Zueck showed the proclamation given by the Granbury city council proclaiming May 2016 as National Mental Health Awareness Month encouraging citizens to self-educate about mental illness and seek treatment as needed.</p>
<b>MEMBERSHIP:</b>	<p>Membership Increase: The doctor's letters will be going out to offer information and posters regarding NAMI-TC educational opportunities. The gift cards approved last week have been purchased for raffling off after the meeting. Call lists were distributed to board members to contact regarding the May meeting.</p> <p>6 new members: 120 total members</p>
<b>OPPORTUNITIES:</b>	<p>None provided</p>
<b>TABLED ITEMS:</b>	<p>Fee for Denton affiliate attendees at the FTF training.</p> <p>End the Silence for schools in May 2017.</p>

---

**ADJOURNMENT:** Meeting was adjourned at 7:45 pm. Next regular meeting is on June 02, 2016.

---

Respectively submitted,

Ruth Collins, Secretary