

Business Meeting Minutes
Aurora Township
August 25, 2015
10 a.m.-12 p.m.

I. Call to order by Susan at 10:25

Members Present: Susan Fackler-Ela; Sarah Breithaupt-Lisle; Dawn Arimura-Bloomingtondale; Vicki Marques-Aurora Township; Richard Lyon-Maine; Patricia Gherardini-Wayne/Winfield

- a. Minutes of meeting from May 19, 2015, need to be presented and approved (secretary absent)
- b. Additions to the Agenda—Patricia led discussion procedures in meeting management as well as about past documentation regarding tasks and expectations of AITCOY officers, which Susan said would be helpful to current officers. Patricia said she would look for the documentation and forward later.

II. Officers' Reports

President: None

Vice President: Absent

Secretary: None

Treasurer: Provided Second Quarter Treasurer's report showing a total balance of \$7,838.36; Sarah motioned, Dawn 2nd

Member at large: None

III. Committee Reports

Membership—Final count: 25 townships have paid dues; dues never received from Rich Township though John Parquette attempted to obtain a renewal.

Program/CEUs—Dorothy Papachristos from "Communities Dare to Care" presented workshop on "Mental Health First Aid for Youth and Youth Gangs," proceeded by lunch and an executive meeting.

Richard confirmed, per John's request, that information from past CEU workshops have been saved from the old AITCOY website and he also mentioned website archive.org as a source to obtain old minutes and bylaws. John needed the information to reapply in November for CEU license for AITCOY workshops.

Patricia suggested a future workshop on human resource material that township clinical supervisors need to know based on what she learned attending a similar workshop geared to non-profit managers.

Awards—Vicki submitted article to TOI Perspectives on two \$500 Undergraduate Award winners. Applications for graduate and township awards are due September 21 and the Awards Committee will meet after September 21 meeting to pick the recipient. It was also discussed that the TOI Awards Application, which is due September 21, needs to be sent out to townships because Perspectives is not published until September.

Patricia asks that the AITCOY member be put into an Excel spreadsheet to better facilitate email blasts. Susan said she would get it done.

Website—Richard will post information about the October Township Management Academy meeting to be held at NIU. He also reported that he has received four sign-ups for AITCOY's

e-newsletter through the website. He will contact TOI Perspectives editor Amy Rourke about whether he can send e-newsletter to entire TOI membership or must first send out a notice asking if recipients want to be included on a mailing list.

Publicity—Richard passed out updated Perspective article schedule. Susan said she will submit the AITCOY agenda for November’s TOI annual meeting for the September issue.

TOI—Susan reported that the Lincoln Room has been reserved for Dr. Andrea Barthwell’s three substance abuse presentations on “Parents and Communication,” “Fostering Healthy Habits” and “Knowing the Warning Signs.” Augie’s has been reserved for the AITCOY dinner with the speaker following the program. Susan has also paid \$50 to reserve the AITCOY booth and will reserve a hotel room for Dr. Barthwell for the evening prior.

IV. Old Business-None

V. New Business

- a. Final edits were reviewed and approved by the group for 2015 TOI brochure.
- b. Dawn led discussion regarding nominating next year’s slate of officers.
- c. Possible dates were discussed for Evelyn’s retirement party.

VI. Announcements

- a. Next Executive Board meeting will be September 22 at Ela Township.

VII. Adjournment—Dawn motioned at 11:59, Vicki 2nd