

**NAMI Mass Board Meeting**  
**September 22, 2018**  
**(10:00 am – 12:00 pm)**

*Minutes*

**Present\*:** Tom Scurfield (President), Barrie Baker (Vice President/Timekeeper), Kathleen Considine (Secretary), Sam Botsford, Bernice Drumheller, Michael Fetcho, Mary Jean Guidette, Monica Luke, Roy Lynch, Tonisha Pinckney, Ewa Pytowska

**On the phone:** Ed Manzi (Treasurer), Matthieu Bermingham, Bishop Neal Boyd, William Lahey.

**Absent:** Andrew Gerber, Mel Greenberg.

**Staff:** Cheri Andes\*, Marilyn DeSantis, Karen Gromis.

\*final meeting

Tom Scurfield convened the meeting at 10 a.m. **Motion and seconded:** to approve the Minutes of the June 16, 2018 Board Meeting as written. **Motion: carried unanimously.**

**President's Report – Tom Scurfield**

Tom reported that he had appointed Karen Wolfson to the Board at the suggestion of Jane Martin. **Motion made and seconded:** to approve Karen as appointed to Board. **Motion carried.**

**Treasurer's Report – Ed Manzi**

Ed provided a review of two Balance Sheets: 1.) A comparison snapshot of June 30, 2018 and June 30, 2017. 2.) Comparison of August 31, 2018 and August 31, 2017 with June 30, 2018 and June 30, 2017.

Ed presented two Profit and Loss Statements: the first for FY 2018 and the other, FY 2019. While a \$40,000 deficit existed at the time of the June Board meeting, at that meeting, upon the Treasurer's recommendation, the Board voted to delay approval of the 2019 Budget Proposal until we met by phone on July 9, 2018. At that July meeting, **Motion made and seconded:** to approve the 2019 Budget Proposal. **Motion carried.** Net Income of \$19,000 (FY'18 Actual) has been contributed to Reserves. The P & L for July and August indicates a need to fill vacant staff positions.

**Executive Director's Report – Cheri Andes**

**Grants: MBHP: Total: \$200,000**, of which \$150,000 would cover indirect expenses. **Deliverables:** Expand IOOV, evaluate statewide ESPs, develop a culturally diverse survey, provide ten focus groups with our membership to evaluate effectiveness of the new ACOs, including individual interviews, recommendations to improve.

**Parent/Professional Advocacy League (PPAL)** – We are collaborating with PPAL around two advocacy issues: 1.) concerning Section 51A of the General Laws, wherein a Mandated Reporter can unjustly report a parent of suspected abuse or neglect when the parent disagrees with the ESP clinician. 2.) Boarding of Children in the ER.

**COMMITTEE REPORTS:**

**Re-Affiliation (Ad Hoc):** Ewa Pytowska presented a grid, "Affiliate A & B Standards of Excellence Responsibilities," which described the criteria to be considered either an "A" or "B" Affiliate by NAMI. She reviewed text she previously submitted to the Executive Committee – specific to NAMI Greater Boston. NAMI GBCAN has become NAMI Greater Boston (an "B" Affiliate) following vote by Executive Committee. In addition, NAMI Boston, NAMI Latino and NAMI D/M/R have been merged into NAMI Greater Boston.

As of September, NAMI Greater Lowell was approved as an “Affiliate B.,” NAMI Newton Wellesley and NAMI Plymouth have been approved as “Affiliate A.”

**Advocacy:** Monica Luke submitted a written report focusing on the Convention, which, itself, will focus on Advocacy.

**Support & Education:** Kathleen Considine submitted a written report outlining the programming provided Directors: Ilya Cherkasov (Family to Family Programs, Basics); Judi Maguire (Peer Programs); and Eliza Williamson (Community Education and Training).

**Affiliate Liaison – Larry De Angelo**

Larry distributed a resolution for a vote, detailing that the NAMI Mass Board supports the Affiliate Models A and B. **Motion made and seconded** to add this resolution to the NAMI Mass Bylaws as an amendment.

**Motion carried and unanimously approved.**

**New Business – Roy Lynch**

Roy brought to the Board’s attention that NAMI D/M/R is not listed on the NAMI Mass website as an Affiliate. Roy also distributed publicity for a NAMI D/M/R event, “All that Jazz,” a celebration of Minority Mental Health taking place from 1 pm to 4 pm, Saturday, July 7, at the Bruce C. Bolling Municipal Building in Roxbury.

There being no further business, Tom Scurfield adjourned the meeting at 12:08 pm.

**NEXT “SPECIAL’ BOARD MEETING: SATURDAY, November 17, 2018**

An Executive Session took place, at which Patricia Hunt Sinacole, First Beacon Group, LLC, reviewed her group’s “Final Summary” for our Board.

Respectfully submitted,  
Kathleen Considine  
Board Secretary

**NAMI Mass Board Meeting**  
**November 17, 2018**  
**(10:00 am – 12:00 pm)**

*Minutes*

**Present:** Tom Scurfield, Kathleen Considine, Barrie Baker, Michael Fetcho, Monica Luke, Roy Lynch, Tonisha Pinckney, Ewa Pytowska, Matthieu Bermingham, Bishop Neal Boyd, William Lahey, Karen Wolfson, Laurel Landon, Bob Sweet, Joanne Grady Savard, Norma Mora, Sam Botsford (phone), Andrew Gerber (phone)

**Absent:**, Mel Greenberg.

**Staff:**, Marilyn DeSantis, Karen Gromis, Ilya Cherkasov, Jill Gichuhi

**Minutes of September 22, 2018 Meeting**

Tom Scurfield convened the meeting at 10 a.m. **Motion and seconded:** to approve the board meeting minutes of September 22, 2018. **Motion: carried unanimously.**

**Election of Officers**

The following officers were elected: President, Kathleen Considine, Vice President, Bishop Neal Boyd, Treasurer, Karen Wolfson, Secretary, Roy Lynch.

**Affiliate Development**

Tom presented a report for NAMI Bristol County which detailed their progress toward re-affiliation. **Motion made and seconded** to approve a resolution of support for the endorsement of NAMI Bristol County for re-affiliation. **Motion: carried unanimously.**

**Meeting adjourned 12:40**

NAMI Mass Board Meeting Minutes  
December 8, 2018  
(10:00 – 12:00 pm)

Present: Kathleen Considine (President) Bishop Neal Boyd (Vice President), Ewa Pytowska, Monica Luke, Laurel Landon, Barrie Baker, Michael Fetcho, Roy J. Lynch, Joanne Grady-Savard, Mathew Birmingham, Tonisha Pinckney, Sam Botsford, William Lahey.

On the Phone: Andrew Gerber

Absent: Norma Mora, Mel Greenberg, Bob Sweet, Karen Wolfson

Kathleen Considine convened the meeting at 10:00 am.

Motion and seconded: to approve of the minutes of November 17, 2018 as presented. Motion carried unanimously.

Re-Affiliation: Monica Luke introduced the information to support a motion to merge DMR, Latino, GBCAN as NAMI Greater Boston. There was a motion to approve and there was a unanimous approval.

Election of Executive Committee: William Lahey, Monica Luke, Ewa Pytowska elected.

### **President's Report**

Kathleen reported that Marilyn DeSantis has agreed to continue as the interim Executive Director until a permanent E.D. is selected.

With respect to our upcoming search, Kathleen sought feedback on a proposal to provide consultancy provided First Beacon Group LLC. Ewa shared that she felt there was no significant new information submitted by the consultant for the price for which they are requesting contractual work.

Staffing of Board Committees announced as follows:

### **Standing Committees:**

Executive Committee: Kathleen Considine, Neal Boyd, Roy Lynch, Karen Wolfson, Monica Luke, Ewa Pytowska, Bill Lahey.

Affiliate Development/Membership: Michael Fetcho, Chair, Roy J Lynch, Larry DeAngelo.

Diversity Committee: Mathieu Birmingham, Chair, Sam Botsford, Neal Boyd, Roy J Lynch, Laurel Landon, Norma Mora.

Support and Education Committee: Marilyn DeSantis Chair, Eliza Williamson, Judi Maguire, Ilya Cherkasov.

Finance Committee: Karen Wolfson, Chair, Marilyn DeSantis, Monica Luke, Ewa Pytowska.

Fundraising Committee: Andrew Gerber, Chair, Karen Gromis, Marilyn DeSantis, Michael Fetcho, Tom Scurfield

Nominating Committee: Laurel Landon, Chair

Public Policy and Advocacy: Monica Luke, Chair, Neal Boyd, Bill Lahey, Laurel Landon, Kati Mapa, Karen Gromis.

Governance and Bylaws: Bill Lahey and Bob Sweet

**Special Committees:**

1. Board Retreat: Bill Lahey, Neal Boyd, Co-chairs – Joanne Grady-Savard, Barrie Baker, Matt Bermingham, Laurel Landon, Monica Luke
2. Search Committee: Joanne Grady-Savard, Chair, Matt Bermingham, Kathleen Considine, Karen Gromis, Monica Luke, Eliza Williamson

**Finance:** (In Karen Wolfson's absence, Marilyn provided the Finance Report.)

Marilyn presented the FY 18 Draft Financial Statements for approval. Motion made and seconded to approve the FY 18 Financial Statements as presented. Motion carried.

The year-to-date report was also reviewed. Motion made and seconded to accept the Finance Report. Motion carried.

**Interim Executive Director's Report:**

Thanks to Larry DeAngelo, NAMI Mass has met their goal for re-affiliation and was awarded \$1,000 from National. Marilyn also reported that Valerie Hammond has been hired to do outreach for Allies for Student Mental Health Advocacy. The Walk is May 11, 2019.

**Advocacy:** Monica provided a written report regarding the Committee's activities.

**Education Report:** Marilyn submitted a written report about the committee's activities. Laurel London expressed and Neal Boyd concurred her concern that there is a need for support for programs in the Western part of the state where her affiliate is located. Marilyn addressed the mentioned need by sharing that NAMI Mass recognizes the need for funds to sponsor training for programs and the state office is working with the National Organization to support funding to meet that need.

Joanne inquired if NAMI national would support funding for trainings for various programs.

Ewa added that there was a need to be more collaborative in funding Peer classes and trainings and an effort to make NAMI publications available in Spanish.

There being no further business, the Meeting adjourned at 12.00 pm

Respectfully submitted,  
Roy Lynch, Secretary

**NAMI Mass Board Meeting**  
**January 26, 2019**  
**(10:00 am – 12:00 pm)**  
*Minutes*

**Present:** Kathleen Considine (President), Bishop Neal Boyd (Vice President/Timekeeper), Roy J. Lynch (Secretary), Karen Wolfson (Treasurer), Matthieu Bermingham, Sam Botsford, Michael Fetcho, Laurel Landon, Monica Luke, Norma Mora, Ewa Pytowska, Joanne Grady-Savard, Robert Sweet.

**On the phone:** Andrew Gerber

**Absent:** Barrie Baker, Mel Greenberg, William Lahey, Tonisha Pinckney

**Staff:** Marilyn DeSantis, Karen Gromis.

Kathleen Considine convened the meeting at 10 a.m. **Motion and seconded:** to approve the Minutes of the January 26, 2019 Board Meeting as written. **Motion: carried unanimously.**

**President's Report** – Kathleen Considine

Kathleen reported that the Executive Committee had met on January 4. All issues discussed will be covered in this meeting and in the Executive Session, which follows immediately after, except:

Acknowledging the Work of NAMI Mass Affiliates.

Discussion followed on ways to show appreciation for Affiliate volunteers, such as Volunteer Appreciation Day. Other suggestions: Picnic; Boat Ride; having an Affiliate-recognized local volunteer update Board Members about the Local's activities; Affiliate chooses a member/volunteer to receive a complimentary ticket to the convention; establish an annual award similar to the "Howard Trachtman Award" at NAMI Greater Boston, etc.

Kathleen thanked Marilyn for re-instituting Staff Notes on a quarterly basis.

Board Members urged to review the Strategic Plan, with particular focus on Unmet Goals of Strategic Plan:

Goal A, Policy and Advocacy;

Goal B, Education and Support Programs with focus on Diversity and Inclusion;

Goal C, NAMI as a Household Word is embedded in Goals A and B.

Board Fundraiser: Sam Botsford volunteered to finance the Board Fundraiser (venue and food). Michael Fetcho suggested we move the event to the Fall. Andrew Gerber stressed that it is the responsibility of the Fundraising Committee working closely with staff to determine when and where to hold the fundraiser. Board members agreed that if the Fundraiser is held on the now-tentative date: April 28, we don't have a lot of time. The net financial goal for the fundraiser is \$50K. Board inquired of Marilyn what are the consequences if the Fundraiser is not held this year. She responded that we would have to tap Reserves.

**Treasurer's Report:** Karen Wolfson, delivered by Marilyn DeSantis

**Committee Reports** (Sam proposed that each Committee meet for 15 minutes after each Board meeting to organize a schedule of meetings. )

**Membership Committee:** Michael Fetcho. No report for this meeting.

**Advocacy Committee:** Monica Luke. Written report submitted.

**Diversity Committee:** Matt Bermingham/Bishop Neal Boyd. Matt stated that the committee needed more time to organize with Bishop Neal Boyd, due to the complexity of developing a Diversity plan. Monica pointed out that it is the business of the Board to address diversity across all our activities.

**By-Laws/Governance Committee:** Bill Lahey/Bob Sweet. No report for this meeting. Two Board members (Ewa and Kathleen) indicated they would like to have a conversation with Bill and Bob as they begin their work on the By-laws.

**Nominating Committee:** Laurel Landon. No report at this meeting. Kathleen will meet with Laurel about the on-going nature of the Nominating Committee with respect for succession planning.

**Ad hoc Board Retreat Committee:** Bill Lahey/Bishop Neal Boyd. Neal reported the tentative date for the Board Retreat is March 2, 2019 from 10 a.m. to 4 p.m. Discussion followed about developing a survey to allow Board members to identify what they're looking for/need as outcomes for the Retreat. Neal and Bill have each identified potential facilitators. Neal introduced his candidate by phone after the meeting adjourned.

**Ad hoc Search Committee:** Joanne Grady Savard. Written report submitted. Committee not engaging a paid consultant at this time. Giving itself 2 months until decision is made on or about March 14 on whether to engage a consultant. Committee has a position description and is conducting phone screens of appropriate candidates and will schedule first-round in-house interviews during February. Twenty-five resumes received as of 1/25/19.

**Interim Executive Director Report** – Marilyn DeSantis  
Program Report – Written report submitted  
CIT/Criminal Justice - one person has left NAMI Mass.  
Grants – DMH, 2 new Compass Positions; MBHP, on target  
MCAD – one existing complaint against former employee.

There being no further business, the meeting was adjourned at 11:55 a.m.  
Executive Session followed.

Respectfully submitted  
Roy J. Lynch, Board Secretary

NAMI Mass Board Meeting

March 16, 2019

(10:00 – 12:15)

Minutes

**Present:** Kathleen Considine (President), Roy J. Lynch (Secretary), Karen Wolfson (Treasurer), Sam Botsford, Michael Fetcho, Mel Greenberg, Monica Luke, Norma Mora, Ewa Pytowska, Joanne Grady-Savard, Robert Sweet.

**On the phone:** Barrie Baker, Matthieu Bermingham, Bishop Neal Boyd, Andrew Gerber, William Lahey, Laurel Landon

**Absent:** Tonisha Pinckney

**Staff:** Karen Gromis. Eliza Williamson

**Guest:** Bianey Ramirez (volunteer from Norma's Affiliate)

Kathleen Considine convened the meeting at 10 a.m. **Motion and seconded:** to approve the Minutes of the January 26, 2019 Board Meeting as written. **Motion: carried unanimously.**

**President's Report** – Kathleen Considine

Kathleen recognized Eliza Williamson as having been awarded the Joyce Burland Inspiration Award by NAMI National. Eliza was nominated by Larry DeAngelo.

Kathleen reported that the Executive Committee had met on February 22. Issues discussed in that meeting will be the topic of today's Executive Session, which follows immediately after the Board Meeting.

She reported that the Executive Committee had a special meeting on March 5 with Tonisha Pinckney to focus on issues of Inclusion and Equity. Kathleen subsequently proposed a plan (included in the packet for today's meeting) to develop a Diversity Strategic Plan, reignite the Diversity Committee and that we ramp up the focus on Diversity, Inclusion and Equity in our next 5-year Strategic Plan. Kathleen thanked Laurel, Michael, Sam, Norma and Bianey Ramirez who volunteered to work with her on a proposed Diversity Strategic Plan Committee. Matt Bermingham is the Chair of the Diversity Committee.

**Finance Committee (Karen Wolfson)**

(Balance Sheet and P&L in each member's packet.) Karen reported that the Balance Sheet was consistent with that of 2018. She suggested our scheduling the Board Fundraiser earlier in the year in 2020. Karen recommended formation of a Compensation Committee once the new E.D. is onboard.

**Advocacy Committee (Monica Luke)**

(Written report in each member's packet.) Monica reported that she had been trained on Quorum, which NAMI National is providing free-of-charge until April, 2020. Monica reported that she has been attending meetings of the Mental Health Coalition and connecting with other partners. Regarding Advocacy Day she noted staffing challenges. The new website will launch on Wednesday, March 20. The "Advocacy Newsletter" is underway. She also noted that there is currently no staff member assigned full time to Advocacy.

**Board Retreat Committee: (Bill Lahey and Neal Boyd)**

(Written report in each member's packet.) Bill reported a tentative date for the Board Retreat is May 25, which may be a problem as it falls on Memorial Day weekend. Bill will



send around a brief survey to the Board to elicit input on the goals for the retreat. He has been communicating with Darnisa Amante, CEO of Disruptive Equity Project (DEEP) whom we've selected as retreat facilitator. Barrie noted that in her experience, \$3,500 isn't a lot to pay a first-class facilitator. **Motion and seconded:** to approve hiring of Darnisa Amante as Facilitator of the Board Retreat for a\$3,500. **Motion: carried unanimously.** During discussion, Ewa proposed that members of the Board have the opportunity to talk with the facilitator prior to the retreat.

#### **Fundraising Committee (Andrew Gerber)**

After having met with the Executive Committee to propose the concept of this year's Board Fundraiser being a "Virtual" event "in honor of the staff during a year that has been for NAMI Mass a period of re-building," and following the recommendation of the Executive Committee that the concept come to a vote of the full Board, **Motion and seconded:** to approve this year's Board Fundraiser be a virtual event. **Motion: carried unanimously.** During discussion, Andrew expanded on the notion of reaching out to previous funders. Sam proposed having someone be the subject of a video "ask." NAMI GB has offered to fund the video. Staff will determine the best date for the virtual event.

#### **Membership Committee (Michael Fetcho)**

(Written report in each member's packet.) Michael reported that the Committee will meet monthly and that an Affiliate Leaders Meeting will be scheduled during April. The Charter of the Membership Committee is to "Increase Membership and Assist Affiliate Leaders in Developing their Affiliates." Michael discussed the notion of "Member" vs. "Donor," explaining that we need donor who may not be family members but are, nonetheless, sympathetic to our Mission. He suggested outreaching and soliciting membership at every NAMI event. Norma strongly urges NAMI Mass to develop culturally competent materials in Spanish.

#### **E. D. Search Committee (Joanne Grady-Savard)**

(Written report in each member's packet.) Joanne polled the full Board regarding the date when our top candidates would meet with the Board. Subsequently, that date was pushed back from Saturday, March 23, to Tuesday evening, March 26. Sam inquired as to our onboarding strategy for the new E.D., when selected. Ewa suggested the creation of a Transition Team. Matt inquired whether the Board is prepared to provide information and answer questions around NAMI Mass legal issues.

#### **Interim Executive Director's Report (Karen Gromis)**

Karen announced that NAMI Mass was recognized for our contributions to CIT training at a gala on 2/28, "Beyond CIT: Building Law Enforcement Partnerships," presented by the Metro Boston Crisis Intervention Team Training and Technical Assistance Center.

There being no further business, the meeting was adjourned at 12:15 and was followed by Executive Session.

Respectfully submitted,  
Roy Lynch, Secretary