

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**EXECUTIVE COMMITTEE**  
**MINUTES OF MEETING**

**November 30, 2009**

**Approved**

**Committee Members Present:** Charles G. Rose, Doug Fraley, Cynthia Luxton

**Staff Present:** Kathy Ostdick

**Other Persons Present:** John Rogalin

**1. CALL TO ORDER**

Mr. Rose called the meeting to order at 6:31 pm.

**2. AGENDA**

*Mr. Fraley moved to approve the agenda; seconded by Mr. Rose. The motion passed on a voice vote.*

**3. MINUTES**

*Mr. Fraley moved to approve the minutes; seconded by Mr. Rose. The motion passed on a voice vote.*

**4. OFFICE REPORT**

Ms. Ostdick reported that regarding the salary ranges, the County Finance Office is suggesting that only the top range be increased by 2% and the rest of the ranges stay the same. The County needed an answer for the printing of the 2010 County budget books, so the committee agreed, with the reminder to the County that the Mental Health Board sets its own salaries.

**5. BOARD MEMBER CANDIDATES**

Gary Lothson was present as a Board Member candidate and was interviewed by the committee. Board member Executive Committee positions were discussed.

*Mr. Fraley moved to recommend to the full Board that Cindy Luxton become President, John Rogalin become Vice President, and Donna Schoenfeld become Secretary for the remainder of the 2009-2010 term; seconded by Mr. Rose. The motion passed unanimously on a voice vote.*

Ms. Luxton suggested that Mr. Holloway and Ms. Dargatz attend the 1/11/10 Executive Committee for interviews. Ms. Ostdick will contact them.

**6. EXECUTIVE DIRECTOR POSITION**

The Search Committee is reviewing the applications and should have recommendations for interviews in January.

**7. ADMINISTRATIVE ASSISTANT REVIEW**

The office has received several of the envelopes already and is waiting for the remainder. The Board member response envelopes will be given to Ms. Luxton when received.

## **8. STRATEGIC PLANNING GOALS**

Tabled until January.

## **9. APPROVAL OF BOARD MEETING AGENDA**

*Mr. Fraley moved to accept the Board Meeting agenda; seconded by Mr. Rose. The motion passed unanimously on a voice vote.*

**10. DATE OF NEXT MEETING:** 1/12/10

## **11. ADJOURNMENT**

The meeting was adjourned at 7:24 pm.

Respectfully submitted,

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Cynthia Luxton, Vice President

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Kathy Ostdick, Recording Secretary