

**Board of Directors Meeting Agenda**

**August 2, 2017**

**1:00 – 3:00 pm**

630 Manzano St. NE, Albuquerque, NM 87110

Conference Call Number: 1-641-715-3580

Meeting Code: 422680

1. Call to order
2. Introductions
3. Review Agenda – Changes/Additions
4. Review/Accept previous BOD minutes
5. Treasurer’s Report
6. Report on Alliance for the Advancement of Infant Mental Health
7. Old Business (Please keep committee reports brief and refer to your written reports):
  - a. Standing committee Reports – On Hold
    - i. Executive Committee
    - ii. Nominating Committee
  - b. Special Committee Reports – On Hold
    - i. Finance Committee
    - ii. Training Committee
    - iii. Membership Committee
    - iv. Endorsement Committee
    - v. Website Committee
  - c. Other Old Business:
    - i. CYFD Behavioral Health offer for 2018
    - ii.
    - iii.
    - iv.
8. New Business:
  - a. Request for NMAIMH to accept revenue offers for FY 2018 (Action)
  - b.
  - c.
  - d.
9. Confirm next meeting (September 6, 2017)
10. Adjourn

## NMAIMH Board of Directors Meeting

### Minutes – July 12, 2017

Approved with Corrections

Date Approved:

NAME	Present (in person)	Present (phone)	Not Available	NAME	Present (in person)	Present (phone)	Not Available
<i>Directors:</i>							
Liz Martinez		X		<i>Members Present:</i>			
Carolyn Newman	X			Katrina Diaz-Castillo Endorsement Coor		X	
Gary Atias	X			Joy Browne		X	
Inez Ingle	X			Gloria Radoslavich (CDD)		X	
Jonetta Martinez-Pacias	X						
Rose Cavalcante			X	<i>Guests:</i>			
Ruth Ortiz			X	Amy Goodner (Admin Coord)			X

1. A quorum being present, the meeting was called to order at 1:03 pm by Liz Martinez, President.
2. Introductions were made.
3. Upon motion duly made (by Carolyn Newman) seconded (Gary Atias) to approve agenda. No discussion. Vote 5-0-0
4. The Board reviewed the draft minutes of June 2017. There were no changes suggested.

Upon motion duly made (by Gary Atias) seconded (by Inez Ingle) and unanimously carried, the minutes of the June 2017 meeting, with no changes to the minutes were APPROVED. 5-0-0.

#### 5. Treasurer’s Report:

- Amy submitted a report and profit and loss.
- We currently do not have a Treasurer
- Income has been \$39,941.71

-Expenses have been \$73,386.32

Liz will ask Amy to summarize the state of the budget.

Bank balance was under \$10,000.00 expecting one more month of pay from Behavioral Health but 95% of that is going to the FAN training.

CYFD has not yet responded to our request to aid us with June's finances.

## 6. Report on Alliance for the Advancement of Infant Mental Health

Report from Joy moved up in the agenda. Reviewed her notes, (cannot understand her clearly over conference call, she has laryngitis.

Q: The cost of \$8,000 is it for everyone?

Q: What is the effective date?

3 year license for 0-5 (all together)

(Our commitment is \$3,500 and that is coming up.)

Q: Will current subscription with ESI, will it increase, or will it remain the same?

\$125.00 per hour (refer to what Joy sent out)

Joy and Liz met and offered sound recommendations to purpose in the budget. When asked what else could be included it would be:

1. Additional endorsement recruiters
2. She would help build their capacity to become trainers.
3. Liz shared gratitude to Joy

## 7. Old Business:

### a. Standing Committees:

#### i. Executive Committee:

No report due to funding issue discussion

#### ii. Nominating Committee:

No report due to funding issue discussion

### b. Special Committees:

i. Finance Committee

No report due to funding issue discussion

ii. Training Committee

No report due to funding issue discussion

iii. Membership Committee

No report due to funding issue discussion

iv. Endorsement Committee

They did not meet but reported current information. Katrina sent out the current competencies and on ESI III.

Katrina tried to cut back on some hours.

Retreat is in Scottsdale, Arizona in November. Registration is already open.

Q: Liz asked if we have any credits with the Alliance to move forward?

Q: Inez is suggesting that someone from the Board attend this retreat. Inez would like to attend and she is willing to offset some of the costs. Up to 3 people can be in attendance.

Gary commented that right now we are not in financial situation where we should be planning for a retreat.

Liz commented that you can proceed to schedule with no commitment for reimbursement.

Joy commented that she agreed with Inez that someone from Endorsement should be there. Joy will be attending, and she will cover her own costs; Joy has offered her frequent flyer miles to help pay for one other person.

v. Website Committee

No report due to funding issue discussion

**c. Other Old Business:**

- i. Stakeholder's Meeting: Katrina Montano-White assigned Ronda and Colleen as the point of contacts; concerned that we gave a barebone request and that asked us to submit another request with additional monies.

They also asked us to submit itemized budget for the month of June and we are waiting on that.

Behavioral Health CYFD has responded back to us.

Michael Weinberg and Kim Strauss to help us build capacity to the Board.

Liz said that she was very clear at the Stakeholders meeting that we needed foundational support.

Gary recommended that we give CYFD a deadline of July 28<sup>th</sup> to make a commitment or we close our doors.

Katrina and Amy are working through informal contracts.

Gary moved to not accept any new applications, Inez seconded. No discussion Vote 5-0-0

Katrina will contact the person from EST/PayPal and write up a statement for the website. Memo should go to anyone that has funded us.

Gloria committed that Colleen will be leaving CYFD as well as Celeste.

Liz feels that two separate letters need to go out informing Stakeholder's and funders and the other to CYFD.

- ii. Kellogg Proposal – No update
- iii. CYFD Proposal – Doesn't remember what this is.
- iv. CYFD EC Request – less than \$4,000.00. (3,600.00) June expenses.

#### **8. New Business:**

- a. 1. Behavioral Health – Soledad had a comment for the scope of work. Then Soledad contacted Liz back and committed to \$27,000.00. We had initially requested \$30,000.00.

Liz will reach out Jacquie Van Horn to help draft the letter to CYFD.

Liz made reference to an email that she received from Soledad.

Amy will take a look at it. We have until today to upload to STAR.

Q: Invoice for May or June?

Thank you to Liz for carrying the burden

Liz made reference a document by Deborah Weathersten.

9. The Board confirmed the next regularly scheduled meeting will be held on August 2, 2017.

10. There being no further business, the meeting was adjourned at 2:42 pm.

Respectfully submitted by Amy Goodner, Administrative Coordinator



**NMAIMH Treasurer’s Report: Financial Statements**  
**New Mexico Association for Infant Mental Health**  
**Profit and Loss**  
**July 2017**

	<b>Total</b>
<b>Income</b>	
4001 Endorsement Fees	90.00
4005 Grant Income	
4005-02 CYFD Grant	20,207.99
<b>Total 4005 Grant Income</b>	<b>\$20,207.99</b>
4006 Bank Interest	0.77
49900 Uncategorized Income	0.24
<b>Total Income</b>	<b>\$20,299.00</b>
<b>Gross Profit</b>	<b>\$20,299.00</b>
<b>Expenses</b>	
7001 Bank Service Charges	3.95
7006 Telecommunications Expense	47.03
7009 Training Expenses	15,319.40
7013 Endorsement Advisor	472.00
7018 Office Supplies	25.23
7020 Administrative Contract Service	600.00
<b>Total Expenses</b>	<b>\$16,467.61</b>
<b>Net Operating Income</b>	<b>\$3,831.39</b>
<b>Net Income</b>	<b>\$3,831.39</b>



Tuesday, Aug 01, 2017 05:31:43 PM GMT-7

## New Mexico Association for Infant Mental Health

### Balance Sheet

As of July 31, 2017

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1000 NMAIMH	-1,425.00
1001 Restricted	0.00
1002 Unrestricted	11,079.89
<b>Total 1000 NMAIMH</b>	<b>\$9,654.89</b>
1004 Paypal	268.35
<b>Total Bank Accounts</b>	<b>\$9,923.24</b>
<b>Total Current Assets</b>	<b>\$9,923.24</b>
<b>TOTAL ASSETS</b>	<b>\$9,923.24</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
30000 Opening Balance Equity	0.00
32000 Unrestricted Net Assets	34,415.08
<b>Net Income</b>	-24,491.84
<b>Total Equity</b>	<b>\$9,923.24</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$9,923.24</b>

Tuesday, Aug 01, 2017 05:34:30 PM GMT-7 - Cash Basis

### NMAIMH Report on Alliance for the Advancement of Infant Mental Health

No report at this time

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**NMAIMH Executive Committee Report**

No report at this time

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**NMAIMH Nominating Committee Report**

No report at this time

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**NMAIMH Finance Committee Report**

No report at this time

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**MAIMH Training Committee Report**

No report at this time

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**NMAIMH Membership Committee Report**

No report at this time.

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**NMAIMH Endorsement Committee Report**

No Report at this time

**Endorsement Coordinator Report for July 2017**

New Applications	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Level 1	0	2	3	4	2	8	0					
Level 2	0	0	5	0	0	2	0					
Level 3	3	3	2	0	0	0	1					
Level 4	0	0	2	0	0	0	0					

Newly Endorsed	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Level 1	0	6	0	0	0	2	0					
Level 2	0	5	3	1	0	0	0					
Level 3	0	0	0	0	3	0	0					
Level 4	0	0	0	0	0	0	0					





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**NMAIMH Website Committee Report**

No Report at this time

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