The mission of NAMI North Carolina is to promote recovery and optimize the quality of life for those affected by mental illness.

Members present: Mike Mayer, Virginia Hill (by phone), Carol Matthieu, Joanna Bowen, Jack Glenn, Art Springer, Anthony Pugh, Victor Armstrong, Amy Singleton, Mike McMichael, Julie McCormick
Members on leave: none
Members excused: Tim Nordgren, Michael McDonald
Members unexcused: Marc Jacques, Mary Mandell, Suzanne Martin
ED and Staff: Brenda Piper, NAMI NC Programs and Membership

Welcome and Introduction:
Board President Mike Mayer called the meeting to order at 9:30 am. A quorum is present. He welcomed everyone to the meeting, thanking all for their dedication to NAMI North Carolina and service on the Board. An additional handout was provided today that describes the training session led by Vicki Smith, Disability Rights North Carolina, at the January 18, 2014 Board meeting.
Mike asked Mike McMichael to describe the peer work he does with veterans, which involves linking his statewide network of peer supporters to individual veterans who are having mental health difficulties. It is the supportive role of the military veteran that is crucial to reaching another veteran in need.

Motion to approve the minutes of the NAMI NC Board meeting on January 18, 2014; Victor Armstrong moved, Jack Glenn seconded; motion carried.

Discussion on Executive Committee options:
Mike Mayer asked that we move full discussion of this agenda item to the next Board meeting; need to balance the President’s need for input when time is short with the perception of some that we are not as transparent as we should be. Item will be a priority at the next meeting; Joanna will prepare a bulleted list to guide the discussion. Board agreed by consensus.

Follow-up, DRNC training, adoption of a Code of Conduct:
The Board packet included a draft document to consider. Despite having a quorum, Mike asked that we move consideration of this document to the next meeting for a fuller discussion. He appointed an ad hoc committee of Virginia Hill and Mike McMichael to lead the discussion.

Report from Consultant working with the NAMI NC Board and the NAMI NC Consumer Council (advisory to the Board)
Larry Swabe, Organizational Planning consultant, and Community Living Manager for Cardinal Innovations, presented an overview of his work so far with NAMI NC. He provided recommendations for the Board and the Consumer Council that he hopes will lead to better communication, more transparency, and greater effectiveness, between and among the Board, CC, Exec Director, and NAMI NC Staff. The first set of recommendations addresses details for planning and carrying out
the monthly CC meetings for the next six months. Planning will be done jointly by the CC Chair, NAMI NC Exec Director, and the consultant. The CC will use a standard agenda, plan a topic presentation for each meeting, and do a follow-up survey the day after the meeting. Larry will serve as staff liaison for the next few months (current staff liaison is out on medical leave.). Additionally, someone from NAMI NC leadership should also attend each meeting.

The second recommendation outlines the planning for the Annual Consumer Council Meeting that is generally held in May. Two areas still to be addressed are conflicts between the NAMI NC Bylaws and the proposed revision of the CC Operating Procedures, and CC chair’s involvement on the Board.

It was recommended by a Board member that we maintain a full record of the work with our consultant and the steps we are all taking to achieve the goals of this initiative.

**Motion to accept and implement Larry Swabe’s recommendations for the monthly Consumer Council meetings, and to approve the plans for the Annual Consumer Council Meeting in May, 2014; Victor Armstrong moved; Mike McMichael seconded; motion carried.**

**Approval of draft of NAMI NC’s 2014 Public Policy Platform:**
The document focuses on the need to address the 25-year decrease in life span for people with mental illness, with a goal of significant progress within ten years.

General public policy comments from Board members:
- The issues surrounding group homes in North Carolina was a hot-button for many of the survey responders.
- The need for community integration for individuals living in group homes is especially great.
- The phrase “where people leave when they are ready” (acknowledged to be very important in survey responses) implies that everyone will want to leave at some point; distracts from the main point which is recovery.
- We really need to work toward defining recovery; the Division needs to define it to make it a working concept.
- We need to support a requirement for group home staff training that promotes recovery and community integration; make group home living an active and engaged process rather than a passive existence.

**Proposed changes and edits to the PP Platform:**
#1: No changes
#2: 2nd and 5th bullet – awkward wording and typo
#3: Delete the phrase including group homes
2nd bullet, delete “where people leave when they are ready”
3rd bullet, training needs to be characterized as baseline training with competency criteria; community living skills also need to promote something active/engaging in one’s life even as he/she lives in the group home setting
#4: Need a citation for the Dartmouth model; someone suggested using the IPS model as well
#5: Wording: Expand the use of peer support and peer bridger programs in hospital, out-patient, and community settings by advocating……..

**Motion to approve the above changes and edits to the 2014 Public Policy Platform; Joanna Bowen moved, Mike McMichael seconded; motion carried.**

**Division Scope of Work and New Division Contract:**
The Board packet included a newly approved amendment to NAMI North Carolina’s contract with NC DHHS and the Division of Mental Health, Developmental Disabilities, and Substance Abuse Services that will increase the current contract by $200,000 for a total of $399,868 annually. The contract is funded by federal dollars through North Carolina’s Mental Health Block Grant.
The expanded scope of work covers educational programming and training, greater outreach to existing and new groups, veterans’ programs, consumers, family members, school personnel, those served through the Helpline, CIT and other criminal justice initiatives, and Mental Health First Aid/suicide prevention.

Salaries for Exec Director and staff will be covered this year so that the full contract can be spent by June 30.

Deby and her staff have worked diligently to secure this increase in Division funding, as well as assure that the full annual amount for FY 2013-14 can be spent, with the Division’s endorsement, by 6/30/14. The Board expresses its appreciation to all of them for their excellent work!

Deby has made recommendations for staff positions, staffing configurations, and pay levels. Board action on these and other personnel issues is recorded in separate documentation.

**Speakers for the NCPA (North Carolina Psychiatric Association) annual meeting September 25:**

Deby is invited to speak at the conference, which will have an audience of 2-300 people.

Joanna Bowen, Anthony Pugh, and Mike McMichael will be speakers/presenters. Art Springer will contact Stan Oathout, in Wilmington.

Amy Singleton will need someone from our Board to present an award at the dinner because she has a family event that day.

**Discussion of membership – Brenda Piper, NAMI NC Staff:**

Brenda discussed the enclosed Membership and Standards report. Numbers have come back from a low of 989 in 2006, increasing each year, but currently at 1725, which is 200 less than 2011. Many members have recently received a “lapse letter” due to personnel problems with membership records. The office is addressing this.

Brenda asked if the Board would like for quarterly letters of renewal to be generated for affiliates that request help. She will offer this to affiliates if they want. Affiliates who can use 360 can continue to do so. NAMI NC may decide to discontinue use of Donor Perfect for membership.

If someone wants to join two affiliates, they have to pay dues twice.

NAMI will introduce an e-marketing tool to use with 360. NAMI will also add a diversity category to e-join.

NAMI NC has created “certificate levels” (gold, silver, bronze) to recognize affiliates that have reached certain benchmarks in Standards of Excellence.

**Motion to approve NAMI NC generating quarterly letters for membership renewal, plus assistance in keeping membership records if needed; Jack Glenn moved; Carol Matthieu seconded; motion passed.**

Amy Singleton updated the Board on NAMI NC’s *professionals in training* initiative. Since dues are waived for these members, a yearly renewal request should not be mailed out. The program is expanding statewide. Duke and UNC Departments of Psychiatry are currently being contacted. Amy has sent the info to Julie McCormick, Joanna Bowen, and Mike Mayer so they can reach out to ECU’s Brody School of Medicine, and to any schools of social work where they might have a contact.

As far as we know, NAMI NC is the only state NAMI organization that has begun an initiative like this one. Mike Mayer suggested the possibility of a presentation at the NAMI convention in September. The Board will add an update and discussion of this initiative to the next meeting agenda.

**Financial Report:**

Jack Glenn, Treasurer, asked for Board action on steps he has recommended for the NAMI NC Endowments. Mike Mayer affirmed that the Executive has approved these actions.

- Approve treating the Vanguard Intermediate-Term Bond Index Fund as part of the NAMI NC Endowments, not as a separate rainy day fund. That endowment would thus have real estate, the Dave Silber Endowment, the Advocacy Endowment, and the General Endowment.
- Approve transferring $15,000 (the family contribution for advocacy) from the Sun Trust checking accounts to a new Vanguard Total Stock Market Index Fund to be held under the Advocacy Endowment designation.
• Transfer an additional $15,000 from the existing Vanguard Total Stock Market Index Fund (that is part of the General Endowment) to the new fund to become part of the Advocacy Endowment.
• Announce an intention to withdraw 10% of the Advocacy Endowment value as of 6/30/14, sometime in July to fund advocacy salaries or operations.
• Withdraw $1500 from the Dave Silber Endowment (specifically from the Bond Market Index Fund to reduce endowment over-commitment to bonds) to defray affiliate development this fiscal year.
• Approve targeted liquid Endowment ratios of the following amounts by the end of fiscal year 2014-15: 5% money market funds, 20% bond funds, and 75% stock funds.
• Approve closing the TIAA/CREF funds and transferring the proceeds to similar, already existing Vanguard mutual funds. The main rationale is to simplify administration by reducing the number of redundant investments.
• Allow the bookkeeper flexibility to consider capitalizing the recent carpet expense.
• Appoint a committee to make investment decisions (Treasurer, plus Tim Nordgren, and Carol Matthieu).

Motion to approve all of the above recommendation from the Treasurer, Jack Glenn; Joanna Bowen moved; Mike McMichael seconded; motion carried.

Additionally Jack recommends that we do a salary study (as Deby has recently done for NAMI NC staff) for non-profit executive directors which we need for our future financial planning.

Other financial reports were included in the Board packet.

Miscellaneous:
NAMI NC Annual Conference planning is going well, great committee, McKimmon Center at NCSU confirmed for October 17-18. Theme centers around connecting the two worlds of physical and behavioral health. Deby has hired a new staff member for public policy; brings great background as an LCSW (UNC CH grad); start 4/14; interviewing for an office mgr/volunteer coord.
Julie described the benefit concert put on by SONAM (Singers of New and Ancient Music), a community choral group in Durham; beautiful performance for raising awareness about NAMI NC; thanks to Julie for arranging this benefit
Committee descriptions: Development Cmte has revised its description, approved by Mike Mayer
The Board briefly reviewed Megan’s extensive communications report; she monitors facebook activity, news releases from NAMI, does Heard in the Halls updates, oversees the NAMI NC website and collects data for visits to the different pages on the site.

Motion to adjourn the meeting; Victor Armstrong moved; Art Springer seconded; motion carried.

Next Board meeting will be May 17, 2014 at Alamance Regional Medical Center

Respectfully submitted,

Carol Matthieu, Secretary
NAMI NC Board of Directors