



NMAIMH Board of Directors Meeting

Minutes - February 4, 2015

Approved as Written _____ ✓ _____

Approved with Corrections: _____

Date Approved: March 4, 2015

NAME	Present (in person)	Present (phone/video)	Not Available	NAME	Present (in person)	Present (phone/video)	Not Available
Directors:							
Angel Toyota-Sharpe	✓			Members Present:			
Angelina Carver			✓	Pamela Segel (End. Coord.)	✓		
Anilla Del Fabbro		✓		Gloria Radoslovich (CDD)	✓		
Carolyn Newman		✓					
Courtney Lewis	✓						
Gary Atias		✓		Guests:			
Inez Ingle	✓			Marina Rabinowitz (Admin Director)	✓		
Joy Browne			✓	Connie Compton (Admin Asst)	✓		
Robin A. Wells		✓		Misty Stacy (Bookkeeper)			✓
Ruth Ortiz		✓					
Stephen Stone	✓						
Wendy Sager-Evanson		✓					

1. The meeting was called to order at 1:16 pm by Anilla Del Fabbro.
2. Introductions were made.
3. Changes to Agenda: Stephen Stone asked that the financial statements submitted with the Agenda be removed. Explanation appears under Treasurer’s Report, below.
4. The Board reviewed the minutes of the January 7, 2015 meeting. There were two corrections noted:
 - 1st – Wendy Sager-Evanson should be marked present
 - 2nd – The third sentence under Item 7 New Business (a) NMAEYC Conference should read as follows: “Inez agreed to contact them to see if they needed someone to present at the Conference.”

Upon motion duly made (by Robin Wells), seconded (by Ruth Ortiz), and unanimously carried, the minutes of the January 7, 2015 meeting, as corrected, were APPROVED.

5. Treasurer's Report:

Stephen Stone advised that some of the information on the financial reports submitted with the Agenda was reported incorrectly. He will work with Misty Stacy and Marina Rabinowitz to make the corrections and submit the corrected versions to the Board for approval at a later date.

6. Old Business:

a. Standing Committees:

i. Executive Committee:

Angel Toyota-Sharpe advised that the Executive Committee met on Tuesday, February 3, 2015. The Committee discussed the contract and scope of work for Marina Rabinowitz, Administrative Director. Once the contract is finalized, it will be sent to the Board for approval. It was agreed that Marina report to the Executive Committee, with the President as her main contact. Angel further advised that Gary Atias identified a foundation in Santa Fe that might offer funding. It was agreed that Marina should be able to move forward on all leads and keep the Board apprised. Robin Wells stressed that the Board needs to set priorities and long-term needs for funding. Marina is reviewing the strategic plan and will work with the Fund Development Committee to set those goals.

ii. Nominating Committee:

Carolyn Newman advised that there are currently no applicants for the open spots on the Board. Ruth Ortiz advised that she has been in contact with a prospective applicant who is a family practice lawyer. She will send Carolyn the contact information.

b. Special Committees:

i. Training Committee

Anilla Del Fabbro advised that the Committee is considering asking Deborah Weatherston to come in for another training event. There is money left over from some consulting she has done, which can be used for that purpose.

ii. Membership Committee

Wendy Sager-Evanson advised that she is working on another newsletter and reminded the Board that she needs input.

iii. Endorsement Committee

Inez Ingle advised that the Committee had met that morning. There are slight revisions to the competencies and Pam Segel is working on revising them, specifically adding language relating to trauma, grief and loss, and amending Level 1 requirement to state that the applicant does not need to provide an endorsed person as a reference. Once she makes the revisions, they will be uploaded to the website. She will also draft language to be added to training evaluations to include trauma, grief and loss. Pam also mentioned that there are some technical problems with the EASy system and she is working with the systems administrator to solve them. Pam noted that the next exam is scheduled for March 28th and portfolio submissions are due no later than February 28th in order to sit for the exam. There will be another exam scheduled for mid-October.

The Committee also discussed CYFD's Service Billable Waiver. The language is unclear in that it does not clarify the fact that that the waiver is for billing purposes only and for people

who are working toward endorsement, which they must receive within two years; it is not a provisional endorsement. The Committee will compose a statement to that effect which will be to be added to the website

The Committee also discussed the need for reviewers to work more quickly to accept/deny portfolios. Pam noted that she spoke with two people at the annual meeting who are interested in becoming reviewers. The Committee also talked about setting a specific time to do reviewer training in Albuquerque before the next board meeting.

Inez reiterated the need for all board members to become endorsed at a level that reflects their work.

iv. Fund Development Committee

Robin Wells advised that she will share the list she has of funding resources with Marina Rabinowitz. Stephen Stone advised that the Amazon Smile account is in place. Notice will be sent out to members with the next newsletter.

v. Website & Logo Ad Hoc Committee

Robin advised that Kerry Carron (website developer) is still tweaking the new website. She will be talking with Kerry this week. Marina asked to be included in the call and wishes to aid in the website and logo designs

c. Other Old Business:

- i. Report on Children's Day at the Legislature, January 19th – Pam Segel, Wendy-Sager Evanson and Carolyn Newman attended. Pam had a banner made and they gave out "thrive cards." It was good to have a presence and rekindle connections. They also connected with representatives of the Citizens Review Board who were very interested in infant mental health.
- ii. NMAEYC Conference, March 6 & 7 – NMAIMH will have a table and use the banner that Pam had made. The Board discussed the need to develop marketing materials, such as brochures, hand-outs, storyboard with photos, etc.

7. New Business:

- a. Election of Officers – Angel Toyota-Sharpe reminded the Board that she took over the Presidency on a temporary basis when Joy Browne resigned from the position at the end of June 2014. Since none of the other directors are interested in the position at this time, she will stay on until the end of June. Courtney Lewis has expressed a willingness to take on the position at that time, and will serve as de-facto co-president in order to prepare for taking over the position. After all directors were given the opportunity to volunteer for officer positions, Anilla DelFabbro agreed to continue as Vice President; Stephen Stone agreed to continue as Treasurer; and Wendy Sager-Evanson agreed to continue as Secretary.

Upon motion duly made (by Robin Wells), seconded (by Wendy Sager-Evanson) and unanimously carried, the following officers were elected: Angel Toyota-Sharpe, President, Anilla Del Fabbro, Vice President; Stephen Stone, Treasurer; and Wendy Sager-Evanson, Secretary. In addition, Courtney Lewis will serve as de-facto co-president in order to prepare to take over the position of president in July.

- b. Appointment of Committees – The following Committee Chairs and Members were appointed:

Standing Committees:

Committee	Chair	Members
Executive	Angel Toyota-Sharpe	Anilla Del Febbro, Stephen Stone, Wendy Sager-Evanson, Joy Browne, and Courtney Lewis
Nominating	Carolyn Newman	Stephen Stone (1 vacancy to be filled)

Special Committees:

Committee	Chair	Members
Endorsement	Inez Ingle	Angel Toyota-Sharpe, Pam Segel, Jacqui Van Horn, Debbie Michael, and Doreen Sansom
Membership*	Wendy Sager-Evanson	Gary Atias and Robin Wells
Training*	Anilla Del Fabbro	Angel Toyota-Sharpe
Fund Development	Robin Wells	Courtney Lewis and Stephen Stone

*Connie Compton advised that several people had completed committee interest forms at the Annual Meeting expressing interest in serving on the Training or Membership Committees. She will send that list to Anilla and Wendy so that they can contact the interested parties. Angel mentioned that a colleague of hers was also interested in serving on the Membership Committee and she will send her contact information to Wendy.

- c. Responsibilities and Points of Contact for Administrative Director – This topic was covered in the Executive Committee report above.
 - d. Board Retreat – The retreat is tentatively scheduled for Friday, April 17th. Connie Compton has inquired about using the Open Space Visitors Center on Coors and is waiting for a reply.
 - e. Announcements – Pam Segel advised that the League of States Retreat is scheduled for November. It has been requested that each organization limit the amount of representatives for the event to two people.
8. The next regular meeting of the Board of Directors is scheduled for Wednesday March 4, 2015 at 1:00 pm.
 9. There being no further business, the Meeting adjourned at 2:45 pm.

Respectfully submitted by Connie Compton, Administrative Assistant

Board of Directors Meeting Agenda
February 4, 2015 (Revised 2/4/2015)
1:00 – 3:00 pm

630 Manzano St. NE, Albuquerque, NM 87110

Conference Call Number: 1-857-232-0157 Meeting Code: 399503

1. Call to order
2. Introductions
3. Review Agenda – Changes/Additions
4. Review/Accept previous BOD meeting minutes (January 7, 2015)
5. Treasurer’s Report (Review Financial Statements for January 2015)
6. Old Business (Please keep committee reports brief and refer to your written reports):
 - a. Standing committee Reports
 - i. Executive Committee - Angel
 - ii. Nominating Committee - Carolyn
 - b. Special Committee Reports
 - i. Training Committee - Anilla
 - ii. Membership Committee - Wendy
 - iii. Endorsement Committee - Inez
 - iv. Fund Development Committee - Robin
 - v. Website & Logo ad hoc Committee - Robin
 - c. Other Old Business:
 - d. Report on Children’s Day at the Legislature January 19th
 - e. NMAEYC Conference March 6&7
7. New Business:
 - a. Election of Officers
 - b. Appointment of Committees
 - c. Responsibilities and Point(s) of Contact for Administrative Director
 - d. Board Retreat
 - e. Announcements
8. Confirm next meeting (March 4, 2015)
9. Adjourn

NMAIMH Treasurer's Report:

No Report At this time

NMAIMH Executive Committee Report

No Report at this time

NMAIMH Nominating Committee Report

No Report at this time

NMAIMH Training Committee Report

No Report at this time

NMAIMH Membership Committee Report

No Report at this time

NMAIMH Endorsement Committee Report

No Report at this time

NMAIMH Fund Development Committee Report

No Report at this time

NMAIMH Website & Logo Ad Hoc Committee Report

Chair - Robin A. Wells

Committee Members: Wendy Sager-Evanson (Chair – Membership), Anilla Del Fabbro (Chair - Training); Angel Toyota-Sharpe (President)

Report Date: 2-4-15

Tweaking has continued on the new webpage site (moving information around, adding information, and editing). The AmazonS3 account to “hold” file documents for the website should be set-up by the 2-4-15 meeting. The site should be ready for launch by the end of this week (2-6-15) if things continue as well as they are at this time.

When Board Members would like new information put on the webpage, items should be sent to the following individuals: Endorsement items – Pam Segel; Board of Director meeting information and/or other information associated with the office, board of director information, etc. – Connie Compton; and all other items, i.e., articles, news items, activities/trainings/events, newsletter, web-links, etc. – Robin A. Wells. These three individuals will be only those with access at this time to change webpage information. Please contact Robin A. Wells (robin.wells@enmu.edu) with any additional questions regarding the new webpage.