



# **Mental Health Committee Planning Meeting Minutes**

*Tuesday, March 14, 2017, 7:00PM*  
**Room 314- Township Building**

## **I. Call to Order/Roll Call**

The meeting was called to order at 7:02pm by Mary Ann Ogilvie. Members present: Grace Thornton, Mary Ann Ogilvie, Susan Weisz, and Lauren Saternus.

## **II. Welcome/Introduction of Visitors**

There were no visitors.

## **III. Approval of minutes of 2/28/17**

Grace Thornton motioned to approve the minutes from 2/28/17. Mary Ann Ogilvie seconded the motion. Motion approved by voice vote.

## **IV. Announcements**

Susan will be meeting with Eric Johnson to discuss our planning of Minds Matter. She will inquire about the busses in the parking lot.

## **V. Old Business**

### **1. Speakers and Topics: Proposed and confirmed**

Only two respondents have replied to the email. A reminder will be sent to our agencies. We will reach out to Elizabeth Diaz about a mindfulness presentation. We will also pursue the possibility of having a speaker from the police department who can present on the topic of police response to persons in crisis, with help from committee member Joanmarie Wermes.

### **2. Room assignments and times**

This discussion was postponed.

### **3. Flyer**

A draft flyer was circulated at the meeting, and changes were suggested to include speaker topics and the name of our committee.

### **4. Target Audiences**

Mental health professionals and community members will be targeted. Publicity will begin with the contacts spreadsheet from last year, which includes park districts, schools, mental health facilities, veteran and senior organizations.

Susan Weisz  
Chair

Tom Sucher  
Member

Secretary

Diane Dunham  
Board Liaison

Joanmarie Wermes  
Member

Mary Ann Ogilvie  
Vice Chair

Janet Abri  
Member

Carmie Hanley  
Member

Lauren Saternus  
Member

## **5. Advertising**

An email with the flyer attached will be sent to our contact list. Flyers will be printed for display in local businesses and possibly apartment complexes or other high traffic locations. Multiple news outlets will be utilized to publicize the event online and possibly in print. We will pursue a tabletop banner for our committee to use at various events, including Minds Matter.

## **6. Exhibitors**

A call for exhibitors will be sent with the flyer email. They will be asked to simply respond to the email if they are interested, and once exhibitors are selected, a more thorough survey will be sent.

## **7. Committee-sponsored activities – scavenger hunt, wall poster**

In addition to the scavenger hunt and wall poster, ribbons may be acquired by Mary Ann. The larger giveaway prizes may be tied to the scavenger hunt.

## **8. Exhibitor Invitation Letters and Participation Forms**

See above: Exhibitors.

## **9. Raffles (Clarion Inn + ?), giveaways and refreshments**

The committee decided that more giveaways would be a positive addition, including general gift cards (e.g. groceries, Target). If we can obtain many smaller items or gift cards (e.g. free ice cream cone coupons), they could be placed in the giveaway bags, along with the brain stress balls and bookmarks.

## **VI. New Business**

### **VII. Public Comments – please limit remarks to three minutes**

There were no public comments.

### **VIII. Committee Member Comments**

There were no committee comments.

### **IX. Next Meeting Date – to be determined**

The next meeting will be held March 21, 2017 at 7pm in room 314 of the Township Building.

### **X. Adjournment**

A motion to adjourn was made by Mary Ann Ogilvie at 8:37 pm. Motion second by Susan Weisz. Motion approved by voice vote.

Respectfully submitted,

Lauren Saturnus, Acting Secretary