

202407-56 Adjustments to FY24 Budget

**McHenry County Mental Health Board
Decision Memorandum**

Background

As part of operations, MHB staff evaluates budget utilization at midyear and determines if budget reallocations are necessary. As a result of the FY24 midyear budget review, it was determined that unutilized budget was available in several accounts. MHB staff recommends that unutilized budget from the following accounts be reallocated to fund additional client services:

Administrative Expenses -	<u>Unutilized Budget</u>	
Training - Staff	5,000.00	No NATCON
Tuition Reimbursement - Staff	2,500.00	Only one request YTD
Equipment Rental	600.00	Removed rented vending machine
Premiums for Insurance	4,000.00	Premiums under budget
Office Equipment Lease	1,500.00	Reduced # of copiers
Special Studies	5,000.00	No studies planned
Meeting Expenses	6,500.00	No NATCON
Computer Components	<u>5,000.00</u>	Used existing computer for new position
Admin Budget to Move	30,100.00	
Client Service Funding -		
Network Grant Writer	10,400.00	Late start won't use full budget
Client Transportation Kaizen	40,000.00	Projected Utilization \$92k out of \$140k budget
Network Training	20,000.00	Projected Utilization \$25k out of \$50k budget
Network Marketing	<u>15,000.00</u>	Projected Utilization \$29k out of \$50k budget
Client Service Funding to Move	85,400.00	
Budget to move to Unallocated Client Services	<u><u>115,500.00</u></u>	

Recommendation and Motion: The McHenry County Mental Health Board, Board of Directors, hereby approves the FY24 Budget Adjustments as presented in this Decision Memo and directs the Executive Director to update the FY24 budget entry in the D365 system accordingly.