



**DIVISION OF BEHAVIORAL HEALTH SERVICES (DBHS)  
ANCORA PSYCHIATRIC HOSPITAL  
BOARD OF TRUSTEES  
ANNUAL PUBLIC MEETING  
January 23, 2024**

The Ancora Psychiatric Hospital (APH) Board of Trustees meeting was held on Tuesday, January 24, 2023, at 1:30 pm via Microsoft TEAMS.

**Attendance:** Diane Conover, Executive Assistant to CEO  
Mayor Lawrence, Board of Trustees member  
Allen Masry, MD, Acting Medical Director  
Claudine Migliacco, Business Manager  
Christopher Morrison, Chief Executive Officer  
Beth Schermerhorn, Board of Trustees member  
Cynthia Vetrano, Deputy Chief Executive Officer  
William Walsh, Board of Trustees member

**APPROVAL OF PREVIOUS MINUTES:** (Note: Board Membership is required to have seven appointed members; however, APH operates with a lack of quorum, due to a lack of appointed membership)

- There are no previous minutes, only meeting notes, due to lack of quorum, only one Board of Trustees member.

**ANNOUNCEMENTS:**

- APH Leadership would like to welcome our newest members to the Board of Trustees, Mayor Marie Lawrence, and Mr. William Walsh, we would also like to thank Ms. Schermerhorn for her continued service on our Board of Trustees.
- The 2024 Board of Trustees meeting schedule was shared with all members.
- The Ancora Psychiatric Hospital Table of Organization was shared with all members to familiarize themselves with the names of APH Leadership.
- The family handbook was shared with all Board of Trustee members for the newest members to familiarize themselves with our facility.
- The 2023 Annual Report to the Board of Trustees was also shared with all members to give the newest members an update of each departments achievements and goals for 2023/2024.

**GENERAL ADMINISTRATIVE REPORTS:**

- Anchorage Commissary Statement – The anchorage is a little store on grounds that supports itself by selling snacks, burgers, writing materials, etc. The sale of all products goes back into the account to support the Welfare fund which in turn pays for the patient activities and events such as community trips and festivals. The ending cash balance for the Anchorage Commissary and Snack Cart as of December 31, 2024, is \$19,440.95. The Anchorage building is closed currently for repairs to the flooring, but it is currently operating a mini canteen out of food service. At this time, we are aiming for a one hospital wide event a month, introducing community trips for discharge resistant patients, park, museum, and aquariums.

- The ending Welfare fund balance as of December 31, 2023, is \$450.96

**NEW BUSINESS:**

- **Topic # 1 – Board of Trustees Oath**

- The Board of Trustees Oath was received from both newest members, Mayor Lawrence, and Mr. William Walsh. Ms. Schermerhorn will submit her oath shortly.

- **Topic # 2 – Board of Trustee Confidential Outside Questionnaire**

- The outside questionnaire was received from the newest members, Mayor Lawrence, and Mr. William Walsh. They have also both completed their Ethics training course.

**REPORT REVIEW:** None

**ROUNDTABLE:** None

**NEXT MEETING DATE/TIME:**

The next meeting will be held on Tuesday, February 27, 2024, at 1:30 p.m., via teleconference.

**ADJOURNMENT:** The meeting was adjourned at 2:01p.m.

Respectfully submitted,  
Karen Luchenburg  
Program Specialist 1

Reviewed By,  
Christopher Morrison  
Chief Executive Officer