Counseling Services of Addison County, Inc.

Board of Directors Minutes

November 12, 2015

Board members attending: Beth Davis; Barbara Doyle-Wilch; Mike Furey; Lewis Holmes; Gary Margolis; Len Rowell; Louise Sandberg; Joanne Scott; Ted Tighe

Staff Attending: Bob Thorn; Alexa Euler; Ann Kensek, Recorder

Barbara called the meeting to order at 4:15pm.

Joanne Scott moved and Len Rowell seconded to move approval of the October 8 minutes to the December 12th meeting. Vote called and passed.

Brief discussion on the process of approving previous Annual Meeting Minutes. Minutes to be approved at the following meeting, or not until the next year’s Annual Meeting? Len moved and Gary Margolis seconded to “reapprove” the minutes of the 11.13.14 Annual Meeting. Vote called and passed.

Brief discussion on the slate of officers. Barbara read the slate as follows:

President, Barbara Doyle Wilch

Vice President, Louise Sandberg

Secretary, Kitty Oxholm

Treasurer, Joanne Scott

Gary Moved and Len seconded to approve the nomination. Vote called and passed. Vote of approval for Officers nominated to be held at the December 10th meeting.

The following Board members were up for renewal, and all agreed they wish to stay on the board:

Beth Davis

Michael Furey

Lewis Holmes

Gary moved and Ted seconded to approve the renewal of Beth Davis, Michael Furey and Lewis Holmes to the board membership. Vote called and passed.

Other Business:

Barbara told the board the Executive Committee had approved policies and explained to the board briefly what each policy meant. The policies are:

Completion of Service Document

Effective Management Policy

Quality Improvement Policy

Reimbursement of Standing Committee Policy

Audit Policy

Billing and Collective Policy

Client Cash Control Policy

Donations Policy

Emergency Care Services

These policies will be posted on the board portal, and comments can be sent to Bill or Keith via Ann.

Barbara told the board that in addition to the policies above, the Executive Committee voted to approve the Human Resources Handbook of Policies, which had been subject to a 30 day comment period.

Changes to the policies can be made if needed.

The board wished to convey to Keith and Bill that the highlights of policy changes helped.

Barbara asked if there was any other business.

Bob talked about Sandy Smith, Director of CRT, who has been made one of only three Deputy Vice Presidents for Open Dialogue in the United States. The board was really pleased to hear about Sandy’s success.

Barbara adjourned the meeting at 4:32, and the Board went to greet guests at the Annual Meeting.