

Counseling Service of Addison County, Inc.
Board of Director's meeting
January 8, 2026 4:30-6:30 pm DRAFT

Board attending: Jon Crystal, President; Suzanne Aldana, VP (Teams); Joanne Scott, Treasurer; Adam Aguirre, Secretary (Teams). Members at large: Casey Covey (Teams); Bill Cunningham; Kathy Dorman; Fred Diedrich; Marie Lennon; Gary Margolis; Bryan Plant II (Teams); David Roberts; Marycarol Rossignol; Louise Sandberg (Teams). Absent: Jubilee McGill; Herb Olson.

Staff attending: Taylor Morley, Executive Director; Bill Claessens, CFO; Alexa Euler, Director of Operations and Organizational Development; Jenn Staats, Executive Office Manager and recorder.

Jon Crystal called the meeting to order at 4:30pm. No agenda adjustments. No public/staff comments.

Approval of Minutes: Joanne Scott made the motion to accept the minutes of December 11, 2025. Gary Margolis seconded the motion. The vote was taken and passed unanimously.

Update on Strategic Planning Committee and Annual Retreat: Alexa Euler

Alexa offered dates for retreat scheduling. The Strategic Plan Steering Committee is Alexa, Taylor Morley, Louise Sandberg, Joanne Scott, Cheryl Huntley, and consultant Jesse Sieger-Walls. Primarily focus on further development of the Strategic Plan. Other retreat content: request was made to re-introduce CCBHC – what is it, the path, where we are now, what's likely to be new for CSAC; client surveys (as the program directors will attend this retreat).

Directors requested the detailed internal CNA report and Jesse's September 2025 presentation.

ED report: Taylor Morley

Taylor expanded on items she shared in her board. Briefly discussed anticipated CCBHC staffing requirements and changes. IT leadership has drafted a policy to safely incorporate AI (artificial intelligence) into administrative tasks to expedite documentation.

DOOD report: Alexa Euler

Thirty-five staff will attend the National Council on Mental Well-Being Middle Management Academy the last week of January.

Fete for Rachel Lee slated for February 11, 2-4pm; a drop in with short presentations.

Alexa gave a brief staffing update. Notably, a few former Community Associates employees returned.

President's Report: Jenn Staats will distribute the annual board surveys early next week and note the deadline. It was agreed that committee goals should be discretionary to each committee; focus/goal/aim is also an option.

Discussed annual meeting. Establish the goal of our annual meeting: is it the election of officers and the business meeting requirement, a community celebration opportunity, or both? Discussion points: timing; staff capacity; interface with set 2026 events (Me2 and Bocce); officer slate and new/returning member elections (June). Taylor will take conversation points to Beth Tarallo and the Development Committee.

The new CSAC website and board portal will launch soon. Please send Jenn Staats thoughts about useful elements, unnecessary items, ease of use, and any other comments about the board portal.

Committee Reports

Executive Committee, Jon: minutes posted, no further comments.

Finance Committee, Joanne Scott: The Finance Committee has reviewed the FY2025 990 and accepts it with an amendment (i.e., to clarify that *audited* financial information is available to the public). The 990 will be posted on the board portal.

Shared CY 2024 total compensation information for employees earning over \$150K—a provider agreement requirement. Bill will report out the expected compensation when he builds the budget.

Development Committee, Marie Lennon: meets Tuesday, next week.

Compliance and Quality Committee: meets Thursday, next week.

LPSC DS/Family Advisory Committee, Bill Cunningham: DS Family Advisory Committee is eager to build momentum, attendance, and membership.

LPSC Y&F, Jon: small meeting, minutes posted Intention to meet with Taylor in March. Jon and Bill might discuss attendance struggles occurring with both LPSCs.

LPSC MHTPL, Gary Margolis: A busy holiday season included caroling and drumming. On-site MD position still open. The group is supportive of the CSAC Human Rights statement. The group discussed crisis bed use in Vermont, and reflected on the impact of national events' on mental health.

Other business: Gary asked if the board has a role to publicly acknowledge the mental health impact of many broad federal decisions, rapid changes, budget/funding cuts, reallocations, targeted arrests, and more. A reminder that [Vermont's mental health advocacy day](#) is Thursday, January 29 at the state house. Taylor and Beth are crafting an op-ed in response to a recent New York Times' recent article about a Middlebury College student's death.

Executive Session: Gary made the motion to enter Executive Session (with attending staff included) to discuss agency financial details not appropriate to be shared with the public at this time. Kathy Dorman seconded the motion. The vote was taken and the motion accepted. The board entered Executive Session at 5:51pm. Kathy made the motion to exit Executive Session and Gary seconded the motion. Vote unanimous. Executive Session concluded at 6:16pm.

Summary: discussed and reviewed financial reports through November 2025 (FY2026).

The meeting concluded at 6:16pm.