

Counseling Service of Addison County, Inc.
Board of Directors meeting
January 13, 2022

Board members attending: Sarah McGowen Audet, Board President; David Roberts, Vice-President; Joanne Scott, Treasurer; Suzanne Aldana, Secretary. Members at large: Bill Cunningham; Barbara Doyle-Wilch; Marc Gwinn; David Hallam; Gary Margolis; Len Rowell; Kerianne, Severy; Jane Spencer. Absent: Matt Birong

Staff attending: Rachel Lee Cummings, Executive Director; Bill Claessens, CFO; Alexa Euler, HR Director; Jenn Staats, Executive Coordinator and recorder.

Sarah McGowen Audet called the meeting to order at 4:31pm.

Decision/Review items

Approval of the minutes of November 10, 2021: David Hallam made the motion to approve the minutes as written; Gary Margolis seconded the motion. The vote was called and passed unanimously.

Approval of the minutes of December 9, 2021: David H. made the motion to approve the minutes as written; Gary seconded the motion. The vote was called and passed unanimously.

President's Remarks

Sarah acknowledged the effects of the current Covid-Omicron surge on the agency. Her message to staff: *We see you and we appreciate all you are doing to get us through this time.* She reminded members to complete the board survey and schedule individual 30-minute meetings with her. Sarah encouraged members to regularly access the board portal for committee reports, documents, and links. New items and updates will be flagged. Lastly, Sarah commented on recommendations for revamping board meetings.

Committee Reports

Development Committee, reported by Jane Spencer, chair: Presented the committee goals. Committee is focused on the cooperative work ahead with the new Development and Community Engagement Manager, Beth Tarallo. Bill Cunningham is enthusiastic to relaunch the Bocce tournament.

The Executive Committee had not met since the last board meeting.

Nominating and Governance Committee, reported by Sarah McGowen Audet, chair: Presented the 2022 committee goals.

Quality and Compliance Committee, reported by David Roberts, chair: Presented the 2022 committee goals.

LPSC advisory committees, DS/CA, reported by Barbara Doyle-Wilch: Group met Nov18, discussed COVID and work by an outside consulting group. On-line activities are very popular.

Anti-Bias Committee, reported by Marc Gwinn, committee member: Marc presented a draft Board statement of support for anti-racism efforts at CSAC. Clarified that the committee is anti-bias focused on a single aspect: anti-racism. Following discussion there was agreement that the entire board should build the statement through a focused facilitated discussion.

Finance Committee, reported by Joanne Scott: The audit is complete and clean. Auditors will be invited to the next meeting to discuss FY21 financials and a long-standing HUD project.

Financial Report, Bill Claessens

Presented and discussed the November 2021 financials.

HR Report, Alexa Euler

Alexa will conduct the review of salaries and benefits at the February board meeting.

Executive Director's Report, Rachel Lee Cummings

Rachel met this morning with Addison County's retired clergy group. Northeastern Family Institute-VT has begun training, beginning with the CSAC leadership team, around Trauma Informed Systems. The application process for Certified Community Behavioral Health Clinic (CCBHC) status promises to be intense.

The motion to adjourn, the second to that motion, and the time of adjournment was not recorded. The recorder extends her apologies to the Board.