

Counseling Service of Addison County, Inc.
Board of Director's meeting
July 10, 2025 4:30-6:30 pm DRAFT

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

Staff attending: Alexa Euler, Director of Operations and Organizational Development; Bill Claessens, CFO; Jenn Staats, Exec. Coordinator, recorder. Absent: Rachel Lee, Exec. Director.

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

Election of Board members: Welcome, Louise Sandberg! There is a discrepancy with end of term on Dec. 31, 2024 for a few members, based on bylaws prior to January 9, 2025 update. The update moves the vote for reelection of officers and directors the end of the calendar year to the last day of June (with first day of new term on July 1). Jon suggested "reelection" of directors (David Roberts, Bill Cunningham, Suzanne Aldana, Joanne Scott and John Crystal) whose terms ended December 2024. Louise moved, Fred Diedrich seconded the motion, the vote was taken and passed unanimously.

Approval of Minutes, June 12, 2025: Suzanne asked for the approval of the minutes. Gary Margolis made the motion to approve. Marycarol Rossignol seconded the motion. The vote was taken and passed with one abstention.

Executive Session: Jon asked that the board enter Executive Session to discuss financial information which is not appropriate for public knowledge at this time. Gary made the motion to enter executive session. Adam Aguirre seconded the motion, and the board voted in agreement. Entered executive session at 4:36pm. Motion to exit the Executive Session was made by Gary, seconded by Louise. Executive Session concluded at 5:30pm.

Summary: The FY2026 budget, accepted by the Management Team and recommended for approval by the Finance Committee, was approved by the CSAC board of directors. Additionally, reviewed May 2025 financials.

Executive Director's hiring process: Louise shared the proposed board timeline. Tomorrow, select board members to serve on the committee. First Search Committee meeting on July 16. Alexa Euler shared a staff survey related to the Executive Director search.

President's report: August board meeting cancelled. However, the Executive Committee will meet. Strategic planning: digging into the goal five wrap-up in August. Kicking off a new planning process after July 2026.

DOOD report: DS Director interviews have been concluded. The posting is closed. On July 30, there will be a series of meetings with up to three finalists. HR works with the marketing firm, PLACE. An excellent process—new branding, additional logo, insert in the Addy Indy, radio ad—expanding the number of channels to get the recruitment messages out.

Committee Reports

Executive Committee, Jon: nothing further to add, refer to the committee minutes.

Development Committee, Marie Lennon, Casey Covey, Jenn Staats: The Mission Moment celebrates Ray Bapp's successful advocacy for free fishing licenses for people with developmental disabilities. Also shared a letter from a Middlebury PD sergeant praising the professionalism and skill of a member of E-Team. Chamber of Commerce mixer next week (July 17). Bocce is slated for September 13.

Compliance and Quality Committee: meeting next week.

LPSC Y&F, Marie: tech issues prevented a verbal report, will post a blurb in the portal soon.

LPSC MHTPL, Gary: group has not met. The new terminology has yet to be finalized.

LPSC DS/Family Advisory Committee: Bill Cunningham was absent to report out.

Finance Committee: all items covered in the Finance Committee minutes and in Executive Session.

Business and Finance: nothing further to report.

Other business: Howard Center has announced staff cuts. Development review meeting next week about additional Catamount Park land.

The meeting concluded at 6:30pm.