

NORTHWESTERN COUNSELING & SUPPORT SERVICES  
107 FISHER POND ROAD  
ST. ALBANS VT 05478

**BOARD OF DIRECTORS MEETING MINUTES**  
**DECEMBER 5, 2018**

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**Present:** Sara Kittell, David MacCallum, David Hutchinson, Carl Rosenquist, Betty Charron, Jim McMillan, Tony Treanor, Jeff Moreau, Elaine Carpenter, Angela Poirier, Jason Minor, Greg Sargent

**Excused:** Dan Thompson, Jesse Bugbee, Anjanette Watson, Ken Gagne

**Staff:** Emily Richards, Todd Bauman, Tim Gallagan, Steve Broer, Joe Halko, Stacey Remillard, Kim McClellan, Kathy Brown, Danielle Lindley

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**Minutes received and meeting called to order by Jim McMillan at 5:43pm.**

**Motion was made to approve previous minutes by Elaine Carpenter. Second by Betty Charron. All in favor.**

**Adult Crisis Bed Update:**

Currently we have a lease that we need to be out of by November 2019. We had gotten a motion from the executive committee after our annual dinner to make an offer on a house that we were interested in purchasing. We have decided not to move forward with that plan. We are asking now for approval to spend up to \$400,000 on a property. We do not have a property in mind yet, there are some places we are looking into, but nothing decided yet.

**Motion was made to approve the spending of up to \$400,000 on the purchase and renovations on a new location for our Adult Crisis Bed was by Tony Treanor. Second by Carl Rosenquist. All in favor.**

Joe presented David Hutchinson with his 6 year board award since he was not at the annual dinner.

**Audit Review**

Greg Sargent from Kittell, Branagan & Sargent presented the results of the fiscal year 2018 403B, Financial Statement, and Single Audits. There were no findings or adjustments noted. Tim wanted to recognize Mike, Jacob, and Dawn for all their hard work on the audit.

**Motion was made to approve the audit as presented by Angela Poirier. Second by Betty Charron. All in favor.**

**Motion to adjourn was made by Carl Rosenquist. Second by Betty Charron at 6:34pm. All in favor.**

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Minutes recorded by:  
Emily Richards  
Executive Coordinator