CLA Board of Directors

Executive Summary

**Date:** Monday, April 25, 2022

**Location:** Virtual Meeting via TEAMS

**Presiding:** John Gardner

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| Board Members Present | Gardner, Larson, Brietzman, Jones, Schmidt, Deist, Ekloff |
| Guests | Todd Costello, Executive Director; Anne Speigle, Executive Assistant, Patti Becker, Director of Operations, Representatives from Park Bank |
| Absent | DiPiazza |
| Recorded by: | Speigle |

Todd Costello called the meeting to order at 4:30 pm.

Representatives from Park Bank explained the new refinance and LOC. They are excited about the new partnership with CLA.

Patti Becker presented a PowerPoint on the current status of CLA Operations as well as future goals.

**Minutes:**

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| Motion: | Motion to approve the February 28 Meeting Minutes |
| Made by: | Deist |
| Second: | Brietzman |
| Status: | Approved |

**Financials:** Current ratios are in alignment.

**COVID-19:** Still following all CDC and Public Health guidelines

**Building Leased Space Update:** CLA signed a listing contract with Plato  
Commercial Real Estate, to market our available space to potential tenants.

**Staffing and Capacity:** Currently recruiting for a Community Therapist, and Facility Technician.

**EVV:** . Progress continues in training staff resulting in greater utilization of  
the MITC system for timekeeping

**Marketing/ Outreach**: CLA was featured on the Access Hour on WORT. Interviews of Board Members, Executive Director, client and staff spoke about “Caring for the Caregiver” and the Fundraiser. Monthly incentive drawing for prizes for staff has been very fun and people look forward to it.

**HR:** Recruiting was finally able to attend an in person job fair which resulted in several PCW applicants.

**IS:** IT and HR met with *Simple Network Consulting,* a local Madison based firm, in early February to discuss outsourcing support,

**Next Meeting**: May 23, 2022, via TEAMS

**Adjourn**:

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| Motion: | To adjourn the meeting at 5:31 |
| Made by: | Schmidt |
| Second: | Jones |
| Status: | Approved |