

**SERC Board of Directors  
Virtual Special Meeting  
Meeting Minutes**

**March 30, 2022  
11:00 a.m. – 11:30 a.m.**

**Present:** Erin Benham (left the meeting at 11:18 a.m)., Jeffrey Leake, Richard Porth, Agnes Quinones (Vice-Chairperson), Tom Swan, and Brittney Yancy.

**Others Present:** Ingrid M. Canady, Executive Director, Marjorie Davis, Associate Director, Michelle Weaver, Consultant/Legal Counsel/ Legislative Liaison, and Jennifer LeBrun, SERC Executive Assistant.

**I. Call to Order**

The meeting was called to order by Agnes Quinones at 11:02 a.m.

**II. Approval of SERC's Future Location**

Ingrid M. Canady and Michelle Weaver shared information regarding the pending lease agreement with the building at 175 Union Street, Waterbury, CT 06706.

There were four conditions that the building needed to meet to be considered a potential location for SERC's future location.

1. It must be in a city.
2. It must be on a bus line.
3. It must have convenient highway access.
4. It must be in alignment with SERC's Vision and Mission.

The Waterbury location meets all of these conditions.

Naugatuck Valley Development Corporation and members of the SERC Staff conducted a final walk-through of the building on March 28, 2022.

Ms. Canady shared that there will be a \$2.00 per square foot increase in the base rent from the previously negotiated lease by the Department of Administrative Service.. . SERC will also request a change to the lease language regarding the option to purchase the building in the future.

SERC expects to be able to begin the move 180 days after the lease is signed, depending on material delivery delays.

The Board thanked Ingrid, Michelle, and the outside Counsel for their hard work.

March 30, 2022  
Virtual Meeting Attendance and  
Action/Motion Information

**Resolution Number: 033022**

**Resolution of the State Education Resource Center (SERC) Board of Directors**

**Signing of Lease**

Resolved that:

At a Special Meeting of the SERC Board of Directors, dated March 30, 2022, SERC's Executive Director, is hereby authorized to take the steps necessary to sign the lease, as presented in Board meetings, on behalf of the State Education Resource Center, for the property at 175 Union Street, Waterbury, CT 06706 in order to carry out SERC's statutory purpose.

**"Motion to Approve Resolution Number 033022"**

Motion: Mr. Leake  
Second: Ms. Yancy

Vote on Motion:  
In Favor: 5 (Quinones, Leake, Porth, Swan, Yancy)  
Opposed: 0

**III. Adjournment**

Meeting adjourned at 11:25 a.m.