

**SERC**  
**Board of Directors Regular Meeting**  
**Attendance and Motion Information**

**Tuesday, December 20, 2022**  
**12:00 p.m. to 2:00 p.m.**

Present: Vice-Chair Agnes Quiñones, Erin Benham, Bryan Klimkiewicz, (left meeting at 1:00 p.m.) Jeffrey Leake, Richard Porth, and Tom Swan

Others Present: Ingrid M. Canady, Executive Director, Marjorie Davis, Associate Director, Steve Proffitt, Director for Special Education Programs and Instructional Design, Jackie Teulings, CFO, Kristy Giacco, Program Services Director, Krystal Hewitt, Human Resources Manager, Michelle Weaver, General Counsel/Consultant, and Jennifer LeBrun, SERC Executive Assistant

**I. Call to Order**

Vice-Chair Quiñones called the meeting to order at 12:03 p.m.

**II. Approval of Draft Minutes (Recorded) of the October 25, 2022, Regular Meeting**

**"Motion to approve Draft Minutes of the October 25, 2022, Regular Meeting."**

Motion: Ms. Benham  
Second: Mr. Leake

Vote on Motion: In favor: 5 (Benham, Klimkiewicz, Leake, Porth, Quiñones)  
Opposed: 0  
Abstained: 1 (Swan)

**III. "Motion to approve the 2023 SERC Telework Policy."**

Motion: Mr. Porth  
Second: Mr. Leake

Vote on Motion: In favor: 6 (Benham, Klimkiewicz, Leake, Porth, Quiñones, Swan)  
Opposed: 0  
Abstained: 0

**IV. “Motion to approve Updated Library Policies.”**

Motion: Mr. Porth  
Second: Mr. Leake

Vote on Motion: In favor: 6 (Benham, Klimkiewicz, Leake, Porth, Quiñones, Swan)  
Opposed: 0  
Abstained: 0

**V. “Motion to approve the amendment of the audit budget line item from \$35,000 to \$50,000 to align with the new firm engagement letter and cost.”**

Motion: Mr. Leake  
Second: Mr. Porth

Vote on Motion: In favor: 5 (Benham, Leake, Porth, Quiñones, Swan)  
Opposed: 0  
Abstained: 0

Meeting adjourned at 1:25 p.m.