

**State Education Resource Center (SERC)
Thursday, September 14, 2023**

1:00 p.m.

**VIRTUAL SPECIAL MEETING
MINUTES**

Present: Chairperson Agnes Quiñones, Erin Benham, Stephen Higgins, Jeffrey Leake, Richard Porth, Bryan Klimkiewicz.

Absent: Diane Clare-Kearney and Thomas Swan

Others Present: Michelle Weaver, SERC Legal Counsel, Krystal Hewitt, Human Resources Manager, and Jennifer LeBrun, SERC Executive Assistant

I. Call to Order

Chairperson Quiñones called the meeting to order at 1:02 p.m.

II. Executive Session: Personnel Matter

"Motion to enter into Executive Session"

Motion: Mr. Leake

Second: Mr. Porth

Vote on Motion:

In favor: 6 (Benham, Higgins, Klimkiewicz, Leake, Porth, Quiñones)

Opposed: 0

Abstained: 0

The Board voted unanimously to enter into Executive Session at 1:02 p.m.

Board Members Ms. Benham, Mr. Higgins, Mr. Klimkiewicz, Mr. Leake, Mr. Porth, and Chairperson Quiñones were present. Ms. Weaver and Ms. Hewitt also joined the Executive Session.

"Motion to exit Executive Session at 1:37 p.m."

Motion: Mr. Leake
Second: Mr. Porth

Vote on Motion:

In favor: 6 (Benham, Higgins, Klimkiewicz, Leake, Porth, Quiñones)
Opposed: 0
Abstained: 0

"Motion to draft Executive Director's 2023-2026 contract with the terms as discussed by the Board Members."

Motion: Mr. Leake
Second: Mr. Porth

Vote on Motion:

In favor: 5 (Benham, Higgins, Leake, Porth, Quiñones)
Opposed: 0
Abstained: 1 (Klimkiewicz)

III. **Adjournment**

The meeting adjourned at 1:38 p.m.