

**State Education Resource Center (SERC)
Friday, September 29, 2023**

7:30 a.m.

**VIRTUAL SPECIAL MEETING
MINUTES**

Present: Erin Benham, Diane Clare-Kearney, Stephen Higgins, Bryan Klimkiewicz, Jeffrey Leake, Richard Porth, and Thomas Swan

Absent: Chairperson Agnes Quiñones

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

I. Call to Order

Board Member Jeffrey Leake called the meeting to order at 7:29 a.m.

II. Executive Session: Personnel Matter

"Motion to enter into Executive Session at 7:30 a.m."

Motion: Ms. Benham

Second: Mr. Porth

Vote on Motion:

In favor: 7 (Benham, Clare-Kearney, Higgins, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

Board Members Ms. Benham, Dr. Clare-Kearney, Mr. Higgins, Mr. Klimkiewicz, Mr. Leake, Mr. Porth, and Mr. Swan were present. Ms. Weaver and Ms. Hewitt also joined the Executive Session.

"Motion to exit Executive Session at 7:51 a.m."

Motion: Mr. Porth

Second: Mr. Swan

Vote on Motion:

In favor: 7 (Benham, Clare-Kearney, Higgins, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

"Motion to continue the Executive Director's current contract for two more weeks until October 13, 2023."

Motion: Ms. Benham

Second: Dr. Clare-Kearney

Vote on Motion:

In favor: 7 (Benham, Clare-Kearney, Higgins, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

III. **Adjournment**

The meeting adjourned at 7:52 a.m.