

**State Education Resource Center (SERC)
Tuesday, October 10, 2023**

12:00 p.m.

**VIRTUAL SPECIAL MEETING
MINUTES**

Present: Chairperson Agnes Quiñones, Erin Benham, Diane Clare-Kearney (joined the meeting at 12:15 p.m.), Stephen Higgins, Bryan Klimkiewicz, Jeffrey Leake, Richard Porth, and Thomas Swan (joined the meeting at 12:23 p.m.)

Absent:

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 12:02 p.m.

II. Executive Session: Personnel Matter and Contract Resolution

"Motion to enter into Executive Session at 12:05 p.m."

Motion: Mr. Leake

Second: Mr. Porth

Vote on Motion:

In favor: 8 (Chair Quiñones, Benham, Clare-Kearney, Higgins, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

Members present: Chair Quiñones, 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 12:46 p.m."

Motion: Mr. Klimkiewicz
Second: Ms. Benham

Vote on Motion:

In favor: 8 (Chair Quiñones, Benham, Clare-Kearney, Higgins, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

"Motion to adopt the revisions to the Executive Director employment agreement as discussed in executive session."

Motion: Ms. Benham
Second: Mr. Higgins

Vote on Motion:

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

Opposed: 0

Abstained: Klimkiewicz

Item for Action

I hereby certify that at a meeting of the Board of Directors of the State Education Resource Center (SERC), duly called and held virtually by Zoom on **October 10, 2023**, the following resolution was duly adopted in conformity with the charter and bylaws of said corporation and is in full force and effect.

RESOLVED that Ingrid M. Canady, Ed.D., the Executive Director of the State Education Resource Center, is authorized to enter into and amend contractual instruments with the Department of Mental Health and Addiction Services of the State of Connecticut.

The resolution was read into the record by Ms. Michelle Weaver.

Motion: Mr. Porth
Second: Ms. Benham

Vote on Motion:

In favor: 8 (Chair Quiñones, Benham, Clare-Kearney, Higgins, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

III. **Adjournment**

The meeting adjourned at 7:52 a.m.