



**Wallingford Board of Education - Central Office
100 South Turnpike Road
Wallingford, CT 06492
Monday, November 27, 2017**

**SERC Board of Directors
Regular Meeting Minutes**

Present: Elizabeth Brown, George A. Coleman, Jeffrey Leake, Salvatore Menzo, Richard Porth (joined the meeting at 1:25 p.m.), Agnes Quinones, Charlene Russell-Tucker, Tom Swan (joined the meeting at 1:22 p.m. and left the meeting at 2:45 p.m.) and Jennifer Tooker (joined the meeting at 1:57 p.m.).

Absent:

Others Present: Ingrid M. Canady, Executive Director, Alice Henley, Director of Program Development, Carol Sullivan, Director of Library Programs and Services, Wendy Simmons, Director of Development, Community Affairs & Equity, Michelle Weaver, Legislative Liaison, Sonja Pasquantonio, Human Resources Coordinator, Matt Dugan, Director of Program Services, Thomas Pesce, Controller, Kristy Giacco, Program Services Manager, and Jennifer LeBrun, SERC Executive Assistant.

- I. **Call to Order**
The meeting was called to order by George A. Coleman, Interim Chair, at 1:08 p.m.
- II. **Public Comment***
No public comment.

Approval of the Draft Minutes of the October 23, 2017 Regular Board Meeting

“Motion to approve minutes from the October 23, 2017 Regular Board Meeting.”

Motion: Ms. Brown

Second: Dr. Menzo

Vote on Motion:

In favor: 6 (Brown, Coleman, Leake, Menzo, Quinones, and Russell-Tucker)

Opposed: 0

Abstained: 0

III. **Mr. Coleman proposed a motion to go out of order on the agenda.**

“Motion to approve reorder of agenda items.”

Motion: Mr. Leake
Second: Dr. Quinones

Vote on Motion:

In favor: 6 (Brown, Coleman, Leake, Menzo, Quinones, and Russell-Tucker)

Opposed: 0

Abstained: 0

IV. **Items for Discussion**

a. An Addendum to Current Roscommon Lease

Ms. Weaver provided Board Members with specific information on the current lease at 100 Roscommon Drive. SERC’s current lease ends on January 31, 2018. After this date SERC would be considered a hold over tenant. At this time, SERC would be required to pay double rent in addition to all other lease requirements.

Given this information, the board considered asking SERC to begin conversations regarding an addendum to the SERC lease in order to avoid leasing penalties. SERC is asking the Board of Directors to approve a motion that would allow SERC to engage in additional agreements with the leasing agent of 100 Roscommon Drive.

Board Members asked that SERC attempt to negotiate an additional six month lease at this time and to also question if an additional year lease would be more financially beneficial.

There was general conversation.

“Motion proposed to direct SERC’s Executive Director, Ingrid M. Canady to negotiate an addendum to the current lease for a term of six months with the option to extend the lease for an additional six months or to negotiate the most favorable lease option for the agency.”

Motion: Mr. Leake
Second: Dr. Quinones

Vote on Motion:

In favor: 6 (Brown, Coleman, Leake, Menzo, Quinones, and Russell-Tucker)

Opposed: 0

Abstained: 0

“Motion proposed to resume regular order of agenda items.”

Motion: Dr. Quinones
Second: Ms. Brown

Vote on Motion:

In favor: 6 (Brown, Coleman, Leake, Menzo, Quinones, and Russell-Tucker)
Opposed: 0
Abstained: 0

V. **Executive Session to Discuss SERC’s Fiscal Operations**

“Motion to enter into Executive Session for the Purpose of Discussing SERC’s Fiscal Operations.”

Motion: Ms. Brown
Second: Dr. Quinones

Vote on Motion:

In favor: 6 (Brown, Coleman, Leake, Menzo, Quinones, and Russell-Tucker)
Opposed: 0
Abstained: 0

The Board voted unanimously to enter into Executive Session at 1:20 p.m.

Present were Board Members Ms. Brown, Mr. Coleman, Mr. Leake, Dr. Menzo, Mr. Porth (joined the meeting at 1:25 p.m.), Dr. Quinones, Ms. Russell-Tucker, Mr. Swan (joined the meeting at 1:22 p.m. and left the meeting 2:45 p.m.) and Ms. Tooker (joined the meeting at 1:57 p.m.). Ingrid M. Canady was also present for all of Executive Session.

“Motion to exit Executive Session at 3:12 p.m.”

Motion: Dr. Quinones
Second: Ms. Russell-Tucker

Vote on Motion:

In favor: 8 (Brown, Coleman, Leake, Menzo, Porth, Quinones, Russell-Tucker and Tooker)
Opposed: 0
Abstained: 0

VI. Action Items

- a. Motion to Resolve Agency's Budget Shortfall

“Mr. Leake moved that the SERC Board of Directors direct the Executive Director to use the authority granted pursuant to CGS 10-357b to implement a revised budget plan that enables SERC to meet its programmatic and fiduciary commitments through June 30, 2018.”

Motion: Mr. Leake
Second: Ms. Brown

Vote on Motion:

In favor: 8 (Brown, Coleman, Leake, Menzo, Porth, Quinones, Russell-Tucker and Tooker)

Opposed: 0

Abstained: 0

- b. Motion to approve Executive Director to Implement Fiscal Operational Decisions.

“Dr. Menzo moved that the SERC Board of Directors direct the Executive Director to enter into conversations with its Attorneys at Shipman & Goodwin to identify all requirements and timelines necessary to meet its fiduciary responsibilities.”

Motion: Dr. Menzo
Second: Ms. Brown

Vote on Motion:

In favor: 8 (Brown, Coleman, Leake, Menzo, Porth, Quinones, Russell-Tucker and Tooker)

Opposed: 0

Abstained: 0

VI. Adjournment

Meeting was adjourned at 3:20 p.m.

Submitted by: Jennifer LeBrun, SERC Executive Assistant