



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

Board of Directors Meeting

May 4, 2023

Minutes

5:30pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***

Roxanne Baker, Lisette Belanger, *Chair*, Jason Bubier, Jennifer Gaulin, Tommy Minch, *Vice Chair*, Anna Perna, Mike Pulsifer,

Joined at 5:36pm: Liz Seal

Board excused: Sandra Wood

Student representative excused: Keyana Kassa

Also present: Executive Director Karen Hopkins; Directors Dean Flanagin, Susie Tiggs, and Lori Levesque; Executive Assistant Kim Spencer; Interpreters Julia Schafer and Grace Cooney, Board Candidates: Ronnie Hanson, Dawna Thorpe

5:32pm II. **Adjustments to the agenda**

“I move to approve the May 4, 2023 agenda with changes [there will be no executive session].”

“I second the motion.”

Roxanne Baker **motioned**; Mike Pulsifer **seconded**.

7 in favor. 0 opposed. 1 abstained.

5:36pm III. **Motion to approve April 7, 2023 board minutes**

“I move to approve the minutes of the April 7, 2023 board meeting without changes.”

“I second the motion.”

Tommy Minch **motioned**; Roxanne **seconded**.

8 in favor. 0 opposed. 0 abstained.

5:40pm IV. **Public Comments**

5:47pm V. **[Due to technical difficulties, the agenda order was rearranged]**

- Public Relations Plan - *Claire Jeffers*
- Executive Director’s Report - *Karen Hopkins, Executive Director*
- HRSA Grant Report - *Karen Hopkins, Executive Director*

6:35pm VI. **Departmental Report**, Steve Kimball, *Maintenance Supervisor*, and Dean Flanagin, *Director of Operations*

6:58pm VII. **Committee Reports**

- Policy - Mike Pulsifer reporting; nothing to report
- Strategic Planning - Roxanne Baker reporting; nothing to report
- Human Resources - Tommy Minch reporting; nothing to report
- Finance - Jennifer Gaulin reporting; nothing to report
- Facilities - nothing to report
- Board Development - Anna Perna reporting; been having a hard time finding a venue for the August retreat; committee is meeting next week to discuss how to move forward
- Member Recruitment & Retention - Anna Perna reporting; have been busy looking for new members, with some success. Meeting again next week
- Legislative Action - Roxanne Baker reporting; nothing to report
- Bylaws - Tommy Minch reporting; nothing to report but will be meeting soon.



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Board of Directors Meeting
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Minutes

New Business

6:35pm VIII. **Motion to Approve the 2023-24 Academic-year Calendar**

“I move to approve the 2023-24 Academic-year Calendar without changes.”

“I second the motion.”

Tommy Minch **motioned**; Anna Perna **seconded**.

8 in favor. 0 opposed. 1 abstained.

“I move to approve the 2023-24 Academic-year Preschool Calendar without changes.”

“I second the motion.”

Tommy Minch **motioned**; Liz Seal **seconded**.

8 in favor. 0 opposed. 0 abstained.

7:04pm IX. **Staff Resignation**

“I move to accept the resignation of Tani Vincent, *Itinerant Teacher of the Deaf*, effective June 23, 2023 [state with or without changes].”

Roxanne Baker **motioned**; Mike Pulsifer **seconded**.

8 in favor. 0 opposed. 0 abstained.

7:06pm X. **Announcements**

7:10pm XI. **Adjournment**

“I move to adjourn to **Thursday, June 1, 2023 at 7:10pm.**”

Tommy Minch **motioned**; Mike Pulsifer **seconded**.

8 in favor. 0 opposed. 0 abstained.