



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

THE GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

Board of Directors Meeting February 10, 2022 Minutes

- 5:43pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***
Roxanne Baker, Lisette Belanger, Jennifer Gaulin, Corda Kinzie,
Paula Matlins, Tommy Minch, Terry Morrell, Amber Oakes, Anna Perna, Mike Pulsifer,
Sandra Wood
Excused: Liz Seal
Student representatives: Sherry Foster, Keyana Kassa
Staff: Kevin Bohlin, Kristen Shorey, Lori Levesque
Public: Laura Petersen, Melinda Stamp
- 5:45pm II. **Adjustments to the agenda**
“I move to approve the February 10, 2022 agenda without changes[.]”
Corda Kinzie **motioned**. Sandra Wood **seconded**.
11 In favor. 0 Opposed. 0 Abstained.
- 5:57pm III. **Motion to approve January 6, 2022 board minutes**
“I move to approve the minutes of the January 6, 2022 board meeting without changes.”
Tommy Minch **motioned**. Jennifer Gaulin **seconded**.
11 In favor. 0 Opposed. 0 Abstained.
- 5:59pm IV. **Public Comments**
- 6:00pm VI. **Executive Director’s Report**
 - Chapter 304 legislative hearing update, board member Roxanne Baker also shared her perspective of the meeting
 - Website launch and social media update
 - Strategic Plan priorities document shared
 - Deaf artist chosen to design a logo for 65th birthday event
 - Tagline contest and staff winner
 - Student artist from Lyman Moore Middle School honored
- 6:42pm VII. **Committee Reports**
 - **Policy** Mike Pulsifer reporting: on our agenda tonight is the first reading of policy CHAA Museum and Archives. Working on a policy for social media.
 - **Strategic Planning** Nothing to report
 - **Human Resources & Finance** Terry Morrell reporting: nothing to report
 - **Facilities** Lisette Belanger reporting: nothing to report
 - **Board Development** Anna Perna: nothing to report
 - **Member Recruitment & Retention** Anna Perna: the committee met on January 24, 2022 to discuss the 3 empty board seats. Melinda Stamp is here tonight and interested in filling a Member of the Deaf Community seat. We have 2 open seats for a Parent of a Deaf or Hard of Hearing Student. There is a nominee for one of those seats, the other seat is open at this time.



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

THE GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

Board of Directors Meeting February 10, 2022 Minutes

- **Legislative Action** Roxanne Baker reporting: The committee met with Karen on February 3, 2022 to prep for the Chapter 304 Legislative hearing
- **Bylaws** Tommy Minch reporting: nothing to report

New Business

6:48 pm VIII. **Policy, 1st Reading**

- **CHAA** Museum and Archives

“I move to approve the first reading of policy **CHAA** Museum and Archives without changes.”

Tommy Minch **motioned**. Jennifer Gaulin **seconded**.

11 In favor. 0 Opposed. 0 Abstained.

6:51 pm IX. **Staff Nomination** Lori Levesque, Director of Human Resources

“I move to accept the nomination of Lori Levesque for the position of Director of Human Resources without changes.”

Jennifer Gaulin **motioned**. Corda Kinzie **seconded**.

Discussion: clarification on the Director of Operations & Human Resources now 2 separate positions: Director of Human Resources and Director of Operations.

10 In favor. 0 Opposed. 1 Abstained.

6:57pm X. **Staff Nomination** Alyssa Guldager, Itinerant TOD, Oxford

“I move to accept the nomination of Alyssa Guldager for the position of Itinerant TOD, Oxford without changes.”

Roxanne Baker **motioned**. Tommy Minch **seconded**.

10 In favor. 0 Opposed. 0 Abstained.

7:00pm XI. **Acceptance staff resignation/retirement** Julianne Daley, TOD, Oxford

“I move to accept the resignation/retirement of Julianne Daley, TOD, Oxford effective date February 1, 2022 without changes.”

Tommy Minch **motioned**. Jennifer Gaulin **seconded**.

10 In favor. 0 Opposed. 0 Abstained.

7:07pm XI. **Motion to Exit Public Meeting and Enter Executive Session to discuss an employee’s request for a leave extension and the Executive Director evaluation process**

“I move to exit the public meeting and enter Executive Session as per article MRS 405-6A at 7:07to discuss an employee’s request for a leave extension and the Executive Director evaluation process.”

Jennifer Gaulin **motioned**. Tommy Minch **seconded**.

10 In favor. 0 Opposed. 0 Abstained.



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

THE GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

Board of Directors Meeting
February 10, 2022
Minutes

7:38pm XII. **Motion to Exit Executive Session and Enter the Public Meeting**

“I move to exit Executive Session and enter the public meeting at **7:38.**”

Tommy Minch **motioned.** Roxanne Baker **seconded.**

9 In favor. 0 Opposed. 0 Abstained.

7:40pm XIII. **Motion to approve an employee’s request for a leave extension**

“I move to approve an employee’s leave extension to 40 hours/month with flexibility.

Tommy Minch **motioned.** Paula Matlins **seconded.**

9 In favor. 0 Opposed. 0 Abstained.

7:40pm XIV. **Announcements**

7:41pm XV. **Adjournment**

“I move we adjourn to **Thursday, March 3, 2022.**”

Tommy Minch **motioned.** Roxanne Baker **seconded.**

9 In favor. 0 Opposed. 0 Abstained.