



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 March 3, 2022 Minutes

- 5:30pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***
Roxanne Baker (late), Lisette Belanger, Jennifer Gaulin, Corda Kinzie, Paula Matlins, Tommy Minch, *Vice Chair*, Terry Morrell, Amber Oakes, Mike Pulsifer, Liz Seal
Board Excused: Anna Perna, Sandra Wood, Corda Kinzie left at 6:30
Board Nominees: Jason Bubier, Melinda Stamp
- 5:33pm II. **Adjustments to the agenda**
“I move to approve the March 3, 2022 agenda without changes.”
Tommy Minch **motioned**. Terry Morrell **seconded**.
9 In favor. 0 Opposed. 0 Abstained.
- 5:34pm III. **Motion to approve February 10, 2022 board minutes**
“I move to approve the minutes of the February 10, 2022 board meeting without changes.”
Corda Kinzie **motioned**. Paula Matlins **seconded**.
9 In favor. 0 Opposed. 0 Abstained.
- 5:36pm IV. **Public Comments** none
- 5:36pm V. **Budget and Department Report**, Cathy Murphy, *Director of Operations and H/R*
- Audit in July
 - Renewal of contract with RKO for one more year
 - Changes to Confidential Contract to reflect the addition of a Director of Human Resources
 - Introduction/re-introduction of maintenance crew
 - Conversations around Mainecare needed
 - Would need a part time person to get what we want from Mainecare
- 6:09pm VI. **Executive Director’s Report**, Karen Hopkins, *Executive Director*
- Introduction of new Director of Statewide Education and Family Services
 - Chapter 304 postponed again, DoE really involved.
 - Policy committee to work on a social media policy
 - ASL videos in production for website
 - Update on masking protocol
 - Will reintroduce departmental presentations into board meetings
- 6:34pm VII. **Committee Reports**
- **Policy** Mike Pulsifer reporting: second reading tonight of policy CHAA
 - **Strategic Planning** Roxanne Baker reporting: Nothing to report
 - **Human Resources & Finance** Tommy Minch reporting: nothing to report
 - **Facilities** Lisette Belanger reporting: nothing to report
 - **Board Development** Lisette Belanger: nothing to report



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Board of Directors Meeting

March 3, 2022

Minutes

- **Member Recruitment & Retention Lisette Belanger:** two nominees, Jason Bubier and Melinda Stamp
- **Legislative Action** Roxanne Baker reporting: nothing to report
- **Bylaws** Tommy Minch reporting: nothing to report

Old Business

6:39 pm VIII. **Policy, 2nd Reading**

- **CHAA** Museum and Archives

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

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

9 In favor. 0 Opposed. 0 Abstained.

New Business

6:40pm IX. **Staff Nomination, Susie Tiggs, Director of Statewide Education & Family Services**

“I move to accept the nomination of Susie Tiggs for the position of *Director of Statewide Education & Family Services* effective May 16, 2022 without changes.”

Liz Seal **motioned**. Paula Matlins **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

6:44 pm X. **Motion to Exit Public Meeting and Enter Executive Session**

“I move to exit the Public Meeting and enter Executive Session, as per article MRS 405-6A, to discuss the Executive Director’s contract and a personnel matter at **6:44PM**.”

Liz Seal **motioned**. Jennifer Gaulin **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

7:29pm XI. **Motion to Exit Executive Session and Enter the Public Meeting**

“I move to exit Executive Session and reenter the public meeting at **7:29**.”

Liz **motioned**. Terry **seconded**.

8 In favor. 0 Opposed. 0 Abstained.

7:30pm XIII. **Announcements none**

7:30pm XIV. **Adjournment**

“I move we adjourn to **Thursday, April 7, 2022**.”

Tommy Minch **motioned**. Amber Oakes **seconded**.

9 In favor. 0 Opposed. 0 Abstained.