

COMMITTEE FOR SHARED SERVICES

May 23, 2017

4:30 P.M.

MINUTES

PRESENT: Barkhamsted Donna Beaudoin
Colebrook Jeanne Jones, Chairperson
Hartland Staci Hastey
Norfolk Carolyn Childs, Vice-Chairperson
Regional #7 Theresa Kenneson, Secretary/Treasurer
Shared Services Quentin H. Rueckert, Executive Director
Superintendents' Council Judith Palmer, Sup't-Regional #7

ABSENT: None

1. MEETING CALL TO ORDER:

Chairperson Jones called the meeting to order at 4:35 p.m.

2. PUBLIC PORTION:

- a. Special visitors or delegations
None
- b. Opportunity for public to speak on agenda items
None

3. APPROVAL OF THE MINUTES OF May 15, 2017, meeting:

Motion by Theresa Kenneson, seconded by Staci Hastey, to accept the minutes as presented.

In favor: Jeanne Jones, Donna Beaudoin, Theresa Kenneson, Carolyn Childs and Staci Hastey

Opposed: None

Abstained: None

4. DIRECTOR'S REPORT:

Quentin Rueckert reported that there have been no changes since our last Committee meeting.

5. SUPERINTENDENTS' COUNCIL REPORT:

Dr. Judy Palmer reported that there has not been a Superintendents' Council meeting since our last Committee meeting.

6. CORRESPONDENCE:

None

7. OLD BUSINESS:

None

8. NEW BUSINESS:

- a. Presentation of the check register to the CSS treasurer: The check register was provided electronically to Theresa Kenneson.
- b. Quentin briefly reviewed the limits of insurance carried by Shared Services.
- c. **Motion** by Donna Beaudoin, seconded by Theresa Kenneson, to approve authorization to transfer funds between Shared Services accounts.

In favor: Jeanne Jones, Donna Beaudoin, Theresa Kenneson, Carolyn Childs and Staci Hastey

Opposed: None

Abstained: None

9. OTHER:

None

10. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:

None

11. EXECUTIVE SESSION:

Motion at 4:40 p.m. by Theresa Kenneson, seconded by Donna Beaudoin, to go into Executive Session for the purpose of discussing the Executive Director's evaluation and compensation for 2017-2018.

In favor: Jeanne Jones, Donna Beaudoin, Theresa Kenneson, Carolyn Childs and Staci Hastey

Opposed: None

Abstained: None

Executive Session ended at 4:55 p.m.

Motion by Theresa Kenneson, seconded by Staci Hastey, to approve renewing the Executive Director's contract with a 2.5% increase in salary, a .5% increase to the annuity and a \$1,500 incentive bonus. The contract will be for one year.

In favor: Jeanne Jones, Donna Beaudoin, Theresa Kenneson, Carolyn Childs and Staci Hastey

Opposed: None

Abstained: None

MOTION at 5:00 p.m. by Theresa Kenneson, seconded by Staci Hastey, to adjourn the meeting.

In favor: Jeanne Jones, Donna Beaudoin, Theresa Kenneson, Carolyn Childs and Staci Hastey

Opposed: None

Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 9-18-17