

# LOWER PIONEER VALLEY EDUCATIONAL CORPORATION

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## MINUTES Virtual Board of Directors' Meeting November 17, 2021

1. The meeting was called to order by the Vice President of the Corporation, Ms. Kerri O'Connor. The meeting began at 6 p.m. The following were present:

Board of Directors: Kerri O'Connor, Agawam  
Elizabeth Boucher, East Longmeadow  
Michal Boudreau, Hampden-Wilbraham  
Bronwyn Monahan, Longmeadow  
Sarah Bowler, Ludlow  
Robert Stevenson, Southwick-Tolland  
Jennifer Marcus, West Springfield

LPVEC: Roland Joyal, Executive Director  
Anna Bishop, Director of Finance

Guests: Renee Davis, Powers and Sullivan  
Laura Stone, Powers and Sullivan

2. A public forum was offered. There were no comments.
3. Ms. Boucher moved to approve the minutes of the June 16, 2021 meeting as presented. Ms. Boudreau seconded. On a roll call vote, the following voted YES: Ms. O'Connor, Ms. Boucher, Ms. Boudreau, Ms. Bowler, and Ms. Marcus. Mr. Stevenson abstained. Motion carries.
4. As Mr. Houle has resigned, the position of President needs to be filled. Ms. O'Connor turned the meeting over to Mr. Joyal for the purpose of election of officers. Mr. Joyal opened the floor for nominations of President of the Board. Ms. Boucher moved to elect Kerri O'Connor as President. Ms. Marcus seconded. On a roll call vote, the following voted YES: Ms. Boucher, Ms. Boudreau, Ms. Bowler, Mr. Stevenson, and Ms. Marcus. Ms. O'Connor accepts the position. This now leaves the position of Vice President vacant.

Ms. Monahan joined the meeting at 6:06 p.m.

Mr. Joyal turned the meeting over to the President. Ms. O'Connor opened the floor for nominations of Vice President. Ms. Boucher moved to elect Ms. Boudreau as Vice President. Mr. Stevenson seconded. On a roll call vote, the following voted YES: Ms. Boucher, Ms. O'Connor, Ms. Monahan, Ms. Bowler, Mr. Stevenson, and Ms. Marcus. Ms. Boudreau accepts the position.

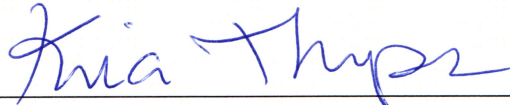
5. The Collaborative has employed the use of an electronic signature process and the Corporation will use the same process. Ms. O'Connor moved that the Board recognizes and accepts the provisions of M.G.L. c.110G regarding electronic signatures and that henceforth, any documents executed by electronic signature will carry the same legal weight and effect as wet ink signatures. Ms. Boucher seconded. On a roll call vote, the following voted YES: Ms. Boucher, Ms. O'Connor, Ms. Boudreau, Ms. Monahan, Ms. Bowler, Mr. Stevenson, and Ms. Marcus. Motion carries.

6. Ms. Bishop noted that consideration has been given to consolidating the Southwick transportation operations with the Agawam location. Parking for the additional busses and staff will be an issue and Ms. Bishop has developed and RFP to locate a property close enough to the Agawam facility to accommodate this transition. She will keep the Board informed of any prospects.
7. Ms. Bishop noted that an invoice from last fiscal year was just received from a vendor. After discussion, Mr. Stevenson moved to authorize payment from available funds the amount of \$5,348.71 to Michael Baker International to satisfy their invoice from March, 2021. Ms. Monahan seconded. On a roll call vote, the following voted YES: Ms. Boucher, Ms. O'Connor, Ms. Boudreau, Ms. Monahan, Ms. Bowler, Mr. Stevenson, and Ms. Marcus. Motion carries.
8. Ms. Stone and Ms. Davis reviewed their audit process for FY21, noting a clean and unmodified report with no formal recommendations to management. Ms. Boucher moved to accept the FY21 Corporation audit as presented. Mr. Stevenson seconded. On a roll call vote, the following voted YES: Ms. Boucher, Ms. O'Connor, Ms. Boudreau, Ms. Monahan, Ms. Bowler, Mr. Stevenson, and Ms. Marcus. Motion carries.

Ms. Boucher moved to adjourn the meeting. Ms. Boudreau seconded. On a roll call vote, the following voted YES: Ms. Boucher, Ms. O'Connor, Ms. Boudreau, Ms. Monahan, Ms. Bowler, Mr. Stevenson, and Ms. Marcus. The meeting adjourned at 6:33 p.m.

3-3-22

(Date)



(Signature) , Clerk