



# Minutes

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**Regular Meeting** of the Board of Directors of Burrillville Extended Care (BEC) held on Wednesday, September 5, 2023, at 6:30 PM in the Steere Farm Elementary School Library, 915 Steere Farm Road Pascoag, RI 02859.

Meeting called to order by Michael Dutilly at 6:31 PM

Members Present: Michael Dutilly, Jo-Ann Parenteau, Monique DeRoche

Members Excused: Gregory Devlin

Members Absent:

Others Present: Kelly Cournoyer, BEC Director. Lisa Nault, BEC Assistant Director. Shannon C. Murphy – Office Manager

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- 1) Motion by Jo-Ann Parenteau and seconded by Monique DeRoche to accept the minutes of the July 12, 2023 meeting and dispense with the reading of said minutes. The motion passed unanimously.
- 2) **Public comment:** None
- 3) **Correspondence:** None
- 4) **Good and Welfare:** None
- 5) **Old Business:**
  - a) Discuss the 2023 Summer Program: The summer program went very well; filled to capacity and well staffed.
  - b) Discuss the 2023-2024 School Year Program: Currently hiring for additional staff needed.
- 6) **New Business to be considered and acted upon:**
  - a) **Receive report from administration regarding Year-to-Date Financial Statement.** A motion was made by Jo-Ann Parenteau and seconded by Monique DeRoche to receive and file the report. The motion passed unanimously.
  - b) **Election of officers:** Jo-Ann Parenteau nominated Michael Dutilly as Chair, and the nomination was seconded by Monique DeRoche. Michael Dutilly was elected chair by unanimous consent. Jo-Ann Parenteau nominated Monique DeRoche as secretary, and the nomination was seconded by Michael Dutilly. Monique DeRoche was elected secretary by unanimous consent.

The meeting adjourned at 6:44 PM upon a motion by Jo-Ann Parenteau and second by Monique DeRoche and a unanimous vote of the Board.

**Next Meeting: November 7, 2023 at 6:30 PM**