



MINUTES

Regular Meeting of the Board of Directors of Burrillville Extended Care (BEC) held on Tuesday July 10, 2018 at 6:30 PM in the Steere Farm Elementary School Library, 915 Steere Farm Road Pascoag, RI 02859

Meeting called to Order by Chairman Gregory Devlin at 6:31 PM

Members Present: Gregory Devlin, Michael Dutilly, Kristen Connelly, James Alix

Members Excused: Dawn Williams

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

- 1) Motion by Michael Dutilly and seconded by Kristen Connelly to accept the minutes of the May 1, 2018, meeting and to dispense with the reading of said minutes. The motion passed unanimously.
- 2) Public comment: None
- 3) Correspondence: The Board received an email from Board member Dawn Williams on June 17, 2018, (see below) stating her need to resign because of work commitments. A motion was made by James Alix and seconded by Michael Dutilly to accept her resignation with regret and to send her a letter on behalf of the Board, thanking her for her years of service. The motion passed unanimously.
- 4) Good and Welfare: None
- 5) Old Business to be considered and acted upon: None
- 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 James Alix and seconded by Michael Dutilly to accept the report as submitted. The motion passed unanimously.
 - b) Receive report from administration regarding current summer program: Members of the administrative team reported that enrollment is at or near capacity every day of the week, with 200 children in 175 families being served. There have been no significant problems; the program is fully staffed; and daily programming is proceeding smoothly.
 - c) Discussion of program planning for 2018-19 school-year: Registration for the next school year is open until August 1, 2018. Although the number of children currently enrolled is small, most families seem to wait until the end of this month to submit their enrollments.

- 7) A motion to adjourn was made by James Alix and seconded by Michael Dutilly. The meeting was adjourned at 6:41 PM.

Respectfully submitted,

James H. Alix

Secretary

From: Shannon Murphy smurphy@Burrillville.org
Subject: FW: [EXTERNAL]Resignation
Date: 18 June 2018 at 11:35
To: drill33@aol.com, James Alix jimalix54@gmail.com, m_dutilly@hotmail.com, klc02826@verizon.net
Cc: Kelly Cournoyer kcournoyer@Burrillville.org, Lisa Nault lnault@Burrillville.org, sethsmom729@cox.net



Please see message below.

Shannon C. Murphy
Office Manager
Burrillville Extended Care
401-568-1356 x1
401-568-1357-fax
smurphy@burrillville.org

From: Dawn Williams [mailto:sethsmom729@cox.net]
Sent: Sunday, June 17, 2018 9:48 PM
To: Shannon Murphy
Subject: [EXTERNAL]Resignation

June 17, 2018

To the Board of Directors of Burrillville Extended Care..

Please accept my resignation of the Board of Directors. I have trouble with the day and time of the meetings due to my work schedule. I work on Tuesdays until

8:00 which prevents me from attending. Thank you for the opportunity to be involved with the Board of Directors.

Thank you

Dawn Williams