

**LEARN Executive Committee Meeting Summary**  
**January 28, 2022**  
**LEARN, 44 Hatchetts Hill Road**  
**Old Lyme , CT 06371**

Present: Craig Esposito; Chair, Aaron Daniels; Vice Chair, Robert Mitchell; Fiscal Officer, Rita Volkmann; Secretary, Katherine Ericson; LEARN Executive Director, Cynthia Ritchie; Superintendent, New London Public Schools, Maryann O'Donnell; Superintendent Clinton Public Schools

Guest: Michael Belden; LEARN's Chief Financial Officer.

Meeting began at 8:33am

- 1.0 Review February Board Agenda
  - 1.1 Executive Committee discussed the items on the agenda.
- 2.0 Review of 5-year capital improvement plan
  - 2.1 CFO, Mike Belden, presented a comprehensive summary of the agency's 5-year capital improvement plan;  
The Executive Committee provided feedback to the presentation and approved LEARN's new approach to building the capital improvement reserve funds for official review by the LEARN Board of Directors.
- 3.0 Appointment of Assistant Director for Accounting and Projects  
**Motion to appoint Joanne Lund as Assistant Director for Accounting and Projects at a salary of \$108,000 by Mitchell, second by Daniels**  
**Motion approved unanimously 4-0**
- 4.0 Copier RFP update  
Kate Ericson updated the Executive Committee on the RFP process for the copy machine maintenance contract. LEARN received 10 bids and LEARN awarded the bid to Ryan Business Systems at a rate a little over \$13,000.
- 5.0 Tech Consortium  
The tech consortium continues to expand with services to Preston, Salem, North Stonington, and Integrated Day Charter School. LEARN's PowerSchool consultants are now servicing Groton and Old Saybrook.

Meeting adjourned @ 9:40am