



2 Narrows Road, Suite C105, Westminster, MA 01473
p: 978.632.2208 f: 978.668.5732

CAPS Collaborative Board of Directors Meeting Minutes 02-12-2025 Hybrid Meeting

Call to order: At 3:34 p.m. Chairperson Peter Stephens called the meeting to order.

BOD Members Present

Ayer-Shirley	Dr. Adam Renda
Fitchburg	Peter Stephens (<i>chair</i>)
Gardner	Dr Mark Pellegrino
Leominster	Sandra Cucchiara
Narragansett	Dr. Chris Casavant (<i>Vice-Chair</i>)
Petersham	Dr. Elizabeth Zielinski
Quabbin	Colleen Mucha
R.C. Mahar	Crystal Clarke

BOD Members Absent

Ash-West	Kimberly Russo
Athol-Royalston	Matthew Ehrenworth
Orange	Jessica Reske
Winchendon	Dr. Marc Gosselin

Other Attendees

Sheri D'Annolfo
Justin Nussey
Richard Sarasin
Jennifer Storm

1. Approval of the minutes. (*voting item*)

Motion: Peter Stephens
Seconded: Dr. Mark Pellegrino
Result: Passed (*unanimously*)

Discussion:

Motion to approve the minutes of December 11, 2024, as presented.

2. Fiscal Updates.

Discussion:

Annual Investment Review
2025 Fiscal Update
2026 Fiscal Budget Summary

3. Staffing. (*voting item*)

Motion: Peter Stephens
Seconded: Dr. Elizabeth Zielinski
Result: Passed (*unanimously*)

Discussion:

Motion to accept New Hires as of February 12, 2025.

4. Subcommittee Reports

- Facilities

Discussion:

02-10-2025 Building Exploration (voting item)

Motion: Peter Stephens

Seconded: Dr. Mark Pellegrino

Result: Passed (*unanimously*)

- Finance

No formal meeting.

- Policy/Personnel

No formal meeting.

- Warrant

On going every other week.

5. Collaborative Agreement Amendment 1st Reading (*voting item*)

Motion: Dr. Elizabeth Zelinski

Seconded: Dr. Mark Pellegrino

Result: Passed (*unanimously*)

Discussion:

Motion to approve Collaborative Agreement Amendment 1st Reading.

6. Adjournment. (*voting item*)

Motion: Colleen Mucha

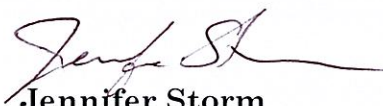
Seconded: Sandy Cucchiara

Result: Passed (*unanimously*)

Discussion:

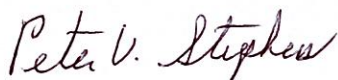
Motion to adjourn at 4:05 p.m.

Respectfully submitted,



Jennifer Storm

Recording Secretary



Peter V. Stephens

Chairperson