

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**July 23, 2022
Board Retreat
Turf Valley Resort
2700 Turf Valley Rd., Ellicott City, MD 21042**

In Attendance:

Trustees Carolyn Kimberlin, Chair; Tom Lynch, Vice Chair; Ellis Barber; Gary Fearnow; Theodore Luck; Dr. April Miller; and Dr. John Molesworth. Also present were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; Avis Boyd, Chief of Staff to the President; Dr. Charlene Dukes, Facilitator; Kevin Skwira-Brown, Facilitator; and Kari Melvin, Recording Secretary.

Board Chair Kimberlin convened the retreat at 8:30 a.m.

Dr. Charlene Dukes facilitated a discussion regarding the role of the Board of Trustees, including fiduciary responsibility; duty of care, loyalty, trust, and obedience; Maryland state requirements for Trustees; governing, policy, and vision; community; and the role of engagement. Topics included strategic planning, policies and procedures, collective bargaining, roles between the Board and the President, the structure of agendas, and the conduct of meetings.

The Board recessed for lunch at 12:08 p.m.

The Board reconvened at 1:05 p.m. Trustee Fearnow was unable to attend the afternoon session.

Dr. Dukes led a conversation on the role and responsibilities of the Board Chair and the role of the President as a leader/administrator, partner, communicator, implementer, and collaborator. Topics included delegation of authority, evaluation of the President and reasonable expectations for the first year, and protocols for communication. Board members then engaged in a robust discussion regarding challenges, opportunities, and risks for Frederick Community College.

The Trustees thanked Dr. Dukes for facilitating.

The retreat adjourned at 2:55 p.m.

**Dr. Annesa Payne Cheek
Secretary/Treasurer**