

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**May 12, 2023
Board Retreat
Homewood Suites by Hilton Frederick
4950 Westview Drive, Frederick, MD 21703**

In Attendance:

Trustees Carolyn Kimberlin, Chair; Tom Lynch, Vice Chair; Gary Fearnow; Theodore Luck; Dr. John Molesworth; and Myrna Whitworth. Also present were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; Avis Boyd, Chief of Staff to the President; Dr. Daniel Phelan, Facilitator; Edmund O’Meally, PK Law, College legal counsel; and Kari Melvin, Recording Secretary. Trustee Ellis Barber was unable to attend.

Board Chair Kimberlin convened the retreat at 8:37 a.m.

Mr. O’Meally reviewed the proposed changes to the indemnification and insurance sections of the Board of Trustees Bylaws. The Board will review all proposed changes at their May 24, 2023 regular meeting, with approval to follow at the June 14, 2023 regular meeting.

Dr. Phelan reviewed a proposed timeline for the implementation of policy governance for the FCC Board of Trustees by August 2024.

Dr. Phelan then overviewed the structure and accountability of Ends in Policy Governance.

The Board recessed for a break at 9:46 a.m. and reconvened at 9:55 a.m.

There was a discussion regarding prior administrations and the importance of the covenant relationship between the Board and the President.

Dr. Phelan led a discussion to identify the careholders of FCC. The Board identified the residents of Frederick County as the careholders.

Dr. Phelan then facilitated a discussion on the development of an Ends policy for the Board, which is essentially the strategic plan of the Board. They reviewed samples of Ends policies from other institutions. Trustees identified Board values to be used in the development of an Ends policy.

The Board recessed for a break at 11:40 a.m. and reconvened at 11:51 a.m. Dr. Molesworth was unable to return to the meeting.

Trustees continued their discussion on Board values. Dr. Phelan will use these values to draft an Ends policy for the Board to review.

Dr. Phelan overviewed how policy governance changes the process of the evaluation of the President, with monitoring reports serving as the evaluation and Ends connecting to the President's contract.

Dr. Phelan then shared a sample of a briefing he sends to his Trustees on a monthly basis, which includes data, national/federal matters, state matters, recent events, college matters, and upcoming events.

President Cheek and Trustees thanked Dr. Phelan.

The retreat adjourned at 12:36 p.m.

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

**Prepared by Kari Melvin
Office of the President
Frederick Community College**