

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**January 15, 2025
Regular Meeting**

The Board of Trustees of Frederick Community College met in **regular session** on Wednesday, January 15, 2025 in the Conference Center (E126AB). A virtual option to participate was provided. Participating in person were: Trustees Theodore Luck, Chair; Tom Lynch, Vice Chair; Carolyn Kimberlin; Tracey McPherson; Dr. William Reid; and Myrna Whitworth. Former Trustee Dr. John Molesworth's position is currently vacant. Also attending in person were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; and Janice Spiegel, Special Projects Manager/Budget Office Frederick County Government.

Participating virtually were Edmund O'Meally, PK Law, College legal counsel and Dr. Daniel Phelan, Consultant.

CALL TO ORDER

The meeting was called to order by Chair Luck at 4:30 p.m.

APPROVAL OF MINUTES

Chair Luck called for approval of the minutes of the November 16, 2024 board retreat.

On a motion made by Vice Chair Lynch, the Board unanimously approved the November 16, 2024 board retreat minutes, as presented.

Chair Luck called for approval of the minutes of the November 20, 2024 regular meeting.

On a motion made by Vice Chair Lynch, the Board unanimously approved the November 20, 2024 regular meeting minutes, as presented.

BOARD & CEO COMMENTS

Chair Luck wished everyone a happy new year.

President Cheek also wished everyone a happy new year. She then introduced FCC Counselor Emily Gebhart and FCC's facility dog, Diego. Ms. Gebhart detailed how Diego is having a positive impact on students and the campus community.

President Cheek then reported that Spring Convocation is tomorrow, the Governor's proposed FY26 budget that was released today includes a 4.6% increase (nearly \$19M) in Cade funding for community colleges, and the Maryland Association of Community Colleges Trustee Leadership Congress and Legislative Reception is on January 27, 2025.

CONSENT AGENDA

On a motion made by Trustee Kimberlin, the Board unanimously approved to remove the item from the Consent Agenda.

ACTION ITEM REMOVED FROM CONSENT

Approval of Sole Source Contract with Institute for the Future (ITF) – President Cheek provided context on how strategic planning has been done in the past and the need to anticipate future challenges and opportunities to promote longer-term adaptability. Dr. Matthew Paushter, Chief Foresight and Decision Support Officer, overviewed the work ITF has done with the College to-date and the deliverables for this engagement. There was lengthy discussion regarding the future of planning and the impact of this work across all organizations in Frederick County.

On a motion made by Vice Chair Lynch, the Board unanimously approved the sole source with IFTF, as presented.

INFORMATION/DISCUSSION ITEMS

Ownership Linkage – Chair Luck led a discussion regarding the approach to develop the Board’s Ownership Linkage Plan over the next several months.

MONITORING CEO PERFORMANCE:

Review of Draft Interpretation of EL-0 General Executive Constraint – The Board reviewed this interpretation. Recommendations were made to indicate how often independent legal review would occur and that the Board will be informed when there is accidental non-compliance.

Review of Draft Interpretation of EL-5 Organization Culture – The Board reviewed this interpretation. There were no comments.

MONITORING BOARD PERFORMANCE:

Board Policy Survey Review: BCD-2 Accountability of the President – Chair Luck reported on the results of this survey.

Board Policy Review: GP-12 Handling Operational Complaints – The Board reviewed this policy for currency. There were no suggested revisions.

Board Policy Review: GP-13 Handling Alleged Policy Violations – The Board reviewed this policy for currency. There were no suggested revisions.

ACTION ITEMS

Approval of GP-11 Special Rules of Order Revisions – The Board reviewed this policy during the last regular meeting and the policy has been revised to delete the

example of two-thirds of the entire Board being “(i.e., Five members of the Board)” in item 10.

On a motion made by Trustee Kimberlin, the Board unanimously approved the revisions to GP-11 Special Rules of Order, as presented.

MONITORING CEO PERFORMANCE:

Approval of Interpretation for EL-9 Asset Protection – The Board considered this interpretation, which was reviewed at the meeting last month.

Trustee Kimberlin moved to approve the Interpretation for EL-9 Asset Protection, as presented. Vice Chair Lynch moved to amend approval with the revision to remove the typo (a hanging “t”) in the reasonableness statement for item 1.1. The Board accepted the amendment and unanimously approved the Interpretation for EL-9 Asset Protection, as revised.

Approval of Interpretation for EL-10 Investments – The Board considered this interpretation, which was reviewed at the meeting last month.

On a motion made by Trustee Reid, the Board unanimously approved the Interpretation for EL-10 Investments, as presented.

Acceptance of Baseline Insight Report for EL-6 Planning – Chair Luck provided a reminder that the Board agreed to receive baseline insight reports in lieu of monitoring reports as part of the transition to full deployment of the Policy Governance® Model. Areas of compliance will be expected to be maintained and areas of non-compliance will be expected to be addressed prior to the submission of the formal monitoring report next year. President Cheek reported full compliance with the exception of item 8.b.

On a motion made by Vice Chair Lynch, the Board unanimously approved to accept the Baseline Insight Report for EL-6 Planning, as presented.

Acceptance of Baseline Insight Report for EL-7 Land Use – President Cheek reported full compliance.

On a motion made by Trustee McPherson, the Board unanimously approved to accept the Baseline Insight Report for EL-7 Land Use, as presented.

MEETING CONTENT REVIEW

Chair Luck led a discussion for the consideration of areas for meeting content improvement and the effectiveness of the meeting as it adheres to the principles of Policy Governance®. Trustees expressed satisfaction with the meeting and appreciation for the presentation provided by Dr. Paushter on the sole source with IFTF.

CLOSED SESSION

At 5:46 p.m., the motion was made by Vice Chair Lynch to convene in closed session and unanimously approved by the Board.

This action was taken in accordance with Maryland’s Open Meetings Act, Section 3-305(b)(7) to consult with counsel to obtain legal advice; Section 3-305(b)(9) to conduct collective bargaining negotiations or consider matters that relate to the negotiations; and Section 3-305(b)(13) to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

The Board convened in closed session in the Conference Center (E126AB) on January 15, 2025. A virtual option to participate was provided. Attending in person were:

Trustees Theodore Luck, Chair; Tom Lynch, Vice Chair; Carolyn Kimberlin; Tracey McPherson; Dr. William Reid; and Myrna Whitworth. Former Trustee Dr. John Molesworth's position is currently vacant. Also attending in person were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; Avis Boyd, Chief of Staff to the President; Dr. Bridgette Cofield, Vice President (VP) for Talent and Culture; Dr. Anne Davis, Provost and VP for Teaching, Learning and Student Success; Scott McVicker, Chief Financial Officer (CFO) and VP for Administration; and Kari Melvin, Recording Secretary.

Participating virtually were Pamela Murphy, Labor Relations Specialist and Edmund O'Meally, PK Law, College legal counsel.

The Board reviewed closed session minutes from November 20, 2024.

On a motion made by Vice Chair Lynch, the Board unanimously approved the November 20, 2024 closed session minutes, as presented.

The Board obtained legal advice on matters related to collective bargaining strategy and potential positions. No action was taken.

The meeting adjourned at 6:21 p.m.

NEXT MEETING

The next regular meeting of the Board will be held on Wednesday, February 19, 2025.

Dr. Annesa Payne Cheek
Secretary/Treasurer

Prepared by Kari Melvin
Office of the President
Frederick Community College