

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Special Meeting  
October 9, 2012*

A special meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, October 9, 2012, in the Administration and Student Affairs Building Board Room, beginning at 12:00 pm. In attendance:

Board Members

Austin S. Abraham  
Guy Altieri, Secretary / President  
Carolyn W. Brooks  
Gregory I. Snook, Chair  
L. William Proctor, Jr.  
John Williamson

HCC Affiliates

Anna Barker – Vice President, Administration and Finance  
Barbara Roulette – Recording Secretary  
Robert Spong – Director, Facilities Planning and Management

**Call To Order**

Chair Snook presided and convened the regular meeting at 12:06 pm.

**Adjournment to Closed Session**

It was moved, seconded, and approved to adjourn to closed session to discuss financial strategy and exercise executive function privilege.

**Re-convene Open Session**

Following adjournment of the closed session, Chair Snook re-convened the regular meeting at 1:09 pm. In closed session, the Trustees discussed two (2) financial strategy issues. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Gregory Snook, William Proctor, and John Williamson. President Altieri, Vice President Barker, and Director Spong were also present.

**Student Center Expansion Architect Selection (ACTION)**

After much discussion with the Student Center Expansion Architect Screening Committee in closed session, the Board decided to rank order the firms in descending order as follows: Bushey

Feight Morin Architects, Inc., Cho Benn Holback and Associates, and Waldon Studio Architects and Planners, P.C.; that the administration be authorized to begin negotiations on all points relevant to the project with the first ranked firm; and that the administration finalize a contract with one of the three firms, proceeding in rank order, that included total design and engineering fees not to exceed the planned budget for these services. Mr. Proctor moved to approve the action. Mr. Williamson seconded, and the motion carried with a majority 3-2 vote. Trustees Abraham and Brooks were opposed.

### **Adjournment**

There being no further business or discussion, it was moved, seconded, and approved to adjourn the special open session at 1:10 pm.

The next regularly scheduled meeting will be held on Tuesday, October 16, 2012, in the Administration and Student Affairs Board Room.

Respectfully submitted,

Guy Altieri, Ed.D.  
President/Secretary

GA/bwr