

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Special Meeting – Open Session
July 31, 2014*

A Special Meeting of the Board of Trustees of Hagerstown Community College was held on Thursday, July 31, 2014, in the Administration and Student Affairs Building Board Room, beginning at 5:00 pm. In attendance:

Board Members

Austin Abraham
Guy Altieri, Secretary / President
Carolyn Brooks
Patricia Cushwa
Merle Elliott
L. William Proctor, Jr.
Gregory Snook, Chair
John Williamson

HCC Affiliates

Beth Kirkpatrick
Barbara Roulette – Recording Secretary

Press

Dave McMillion – Herald Mail Reporter

Call To Order

Chair Snook presided and convened the regular meeting at 5:14 pm.

Adjourn to Closed Session

It was moved, seconded and approved to adjourn to closed session to discuss financial strategies, personnel issues and/or other personnel matters affecting one or more individuals, Board administrative matters, and exercise executive function privilege.

Re-convene Open Session

Following adjournment of the executive session, Chair Snook re-convened the regular meeting at 7:04 PM. In closed session, the Trustees discussed two (2) personnel matters relating to the appointment, employment, assignment, promotion, or compensation of appointees, employees or officials over whom the Trustees have jurisdiction; and one financial strategy. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Patricia Cushwa, Merle Elliott, L. William Proctor, Jr., Gregory Snook, and John Williamson (by telephone). President Altieri, Vice

President Barker, Director Metcalf, and Assistant Director Rath were also present for their respective topics of discussion.

Selection of General Contractor for the Student Center Expansion Project

Mr. Proctor moved to authorize the administration to begin fee negotiations with the first ranked firm and to finalize a contract with one of the three firms, proceeding in rank order as recommended by the Review Committee, which included RFP general contractor duties not to exceed the budget for the project. The recommended ranking by the Selection Committee of the three top rated finalists were in the following order: (1) Morgan-Keller Construction, (2) Brechbill & Helman Construction Co., Inc., and (3) Warner Construction. Mr. Elliott seconded, and the motion carried by unanimous vote.

Adjournment

There being no further business or discussion, the closed session was adjourned at 7:06 pm.

Respectfully submitted,

Guy Altieri, Ed.D.
President/Secretary

GA/bwr