

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Joint Meeting  
December 15, 2020*

A Joint Meeting of the Board of Trustees and the Foundation Executive Committee of Hagerstown Community College was held on Tuesday, December 15, 2020, in the Elliott Center, Rooms 211 & 213, and via Zoom, beginning at 12:00 noon. In attendance:

Board Members

Austin Abraham  
Carolyn Brooks  
Patricia Cushwa  
James Klauber, Secretary / President  
Paula Lampton  
Gregory Snook  
John Williamson, Chair

HCC Affiliates

Barbara Roulette – Recording Secretary

HCC Foundation Board Executive Committee

David Abeles – Vice President and USMF Liaison  
Michael Gehr – Athletic Booster Committee Chair  
Brenda Hassinger – Scholarship Committee Chair  
Ashley Whaley - Senior Director  
Melinda Worden – Board Development Committee Chair

**Call To Order**

Chair Williamson presided and convened the joint meeting at 12:07 pm.

**Tribute to John A. (Jack) Latimer, III**

The Foundation Board members, Board of Trustees, President Klauber, and Senior Director Whaley shared memories and thoughts of Jack Latimer, who passed away in November. Mr. Latimer served on HCC's presidential search committee in 2018, and had been a member and past president of the Foundation Board of Directors. Mr. Latimer was characterized as a kind man of integrity, and dedicated to serving his community through volunteering. He will be greatly missed.

## **Foundation Report**

### *Annual Recap by Foundation Committee Chairs*

#### Athletic Boosters

Mr. Gehr discussed Athletic Boosters, noting that it is difficult to create enthusiasm when so few sports are actually competing. The Committee is working on a major fund raiser with a goal of raising \$75,000 for scholarships, and updating the bylaws and MOU. All sports scholarships were awarded.

#### Board Development

Ms. Worden said the committee met their goals and added two new Board members. New Board candidates are given a general facts sheet. New Board members are given a manual, and are paired with a current Board member who will follow up after meetings to answer any questions or provide additional information about a particular topic.

#### Executive Committee

Mr. Abeles said new members on the Board are Laura Herrera, who is very active in the community; and Johnny Barr, who had previously been a Board member. Brenda Hassinger will fill Mr. Latimer's position and round out the Executive Committee. He expressed pride in Ashley and her team, and thanks to President Klauber for extending the deadlines for scholarships so that more could be awarded.

Mr. Abeles said that even though the tribute was canceled in 2020, the Foundation was able to keep all of the donations. He is optimistic that the tribute will be held in August 2021 as scheduled.

#### Finance and Investment

Mr. Abeles said the Foundation is pleased with USMF's performance, which has largely done better than the benchmarks.

#### Resource Development

The pandemic has made the work of this committee very difficult. A Donate button was added to the Foundation Web page during the recent redesign to make participation easier. Events to reach donors have included a Zoom call with Sam Gallo and a group of donors; and Koffee Klatch with Klauber, which is designed to reach out to individual donors and potential donors to discuss their needs. The committee plans to formulate a fund-raising campaign in conjunction with the College's 75<sup>th</sup> anniversary celebration. Trustee Cushwa suggested a masked ball. Trustee Snook said that CHIEF would like to plan a tribute to honor Merle Elliott, and they are open to suggestions.

**Scholarship**

Ms. Hassinger reported on the scholarships awarded. This committee met jointly with the Resource Development Committee, and a follow up meeting has been scheduled.

**Adjournment**

There being no further business or discussion, the joint meeting was adjourned at 1:40 pm. The regularly scheduled business meeting followed immediately in the same location.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James S. Klauber". The signature is fluid and cursive, with a large initial "J" and "K".

James S. Klauber, PhD  
President/Secretary