

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Special Meeting
July 1, 2021*

A Special Meeting of the Board of Trustees of Hagerstown Community College was held on Thursday, July 1, 2021, via Zoom, beginning at 2:00 pm. In attendance:

Board Members

Austin Abraham
Carolyn Brooks
James Klauber, Secretary / President
Paula Lampton
William Proctor, Vice Chair
John Williamson, Chair

HCC Affiliates

Barbara Roulette – Recording Secretary

Call To Order

Chair Williamson presided and convened the regular meeting at 2:07 pm.

Consider a Motion to Adjourn to Closed Session

Ms. Lampton moved to adjourn to closed session to discuss the potential acquisition of real property for the CVT program pursuant to General Provisions Article § 3-305 (3). Ms. Brooks seconded, and the motion carried by unanimous vote. It was pointed out that the topic to discuss the possible bonus for those employees who had worked during the COVID-19 pandemic was removed from the closed session agenda, and would be discussed in open session.

Re-convene Open Session

Following adjournment of the closed session, Chair Williamson re-convened the regular meeting at 2:34 pm. In closed session, the Trustees discussed one (1) matter involving the purchase of real property in the north end of Hagerstown for the CVT program. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Paula Lampton, L. William Proctor, Jr., and John Williamson. President James Klauber was also present.

Purchase of Real Property for the CVT Program (ACTION)

It was recommended that the Board authorize the Administration to sign a formal contract for the purchase of property within the City of Hagerstown for the College's logistics and other possible workforce programs for an amount not to exceed \$2.75 million. Ms. Lampton moved to approve

the recommendation as submitted. Ms. Brooks seconded, and the motion carried by unanimous vote.

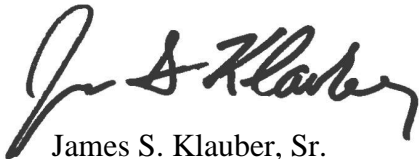
Possible Bonus for Employees Who Worked During the COVID-19 Pandemic

President Klauber said the College has approximately \$7 million of COVID relief money that it cannot spend. He would like to give employees who worked through the pandemic a bonus. WCPS, the City of Hagerstown, and possibly the County, are giving similar bonuses. The College's bonus would be paid on a percentage of the employees' FY22 salary, and would only be paid to those full time and part time employees who had been hired prior to December 31, 2020. The cost to the College for one percent would be \$150,000; three percent would equal \$450,000. Mr. Abraham suggested making up the delayed salary increase possibly by making it retroactive to July 1, 2020, and making the COVID bonus a flat amount for each eligible employee. The suggested rates were \$5,000 for full time employees, and \$2,500 for part time employees. Mr. Proctor suggested a third bonus for COVID-19 vaccinated employees. Discussion ensued regarding the disclosure of personal medical information, how it would be perceived by the public, and if it would cause contention among employees. It was determined that additional discussion was needed on the topic. A follow up meeting would be scheduled for later.

Adjournment

There being no further business or discussion, the special topic meeting was adjourned at 3:21 pm. The next regularly scheduled meeting will be held on September 21, 2021.

Respectfully submitted,



James S. Klauber, Sr.
President/Secretary