

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
November 15, 2022*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, November 15, 2022, in the Career Programs Building, Room 211 and 213, beginning at 1:00 pm. In attendance:

Board Members

Austin Abraham
Carolyn Brooks
James Klauber, Secretary / President
Paula Lampton, Vice Chair
Thomas Newcomer (via Zoom)
L. William Proctor, Jr., Chair
Gregory Snook
John Williamson

HCC Affiliates

Vincent Ippolito – Director of Facilities
Nick Mayonado – SGA, President
Christine Ohl-Gigliotti – Dean of Students
Eric Schwartz – Chair, Faculty Assembly
Rebecca Shives – Recording Secretary
Heike Soeffker-Culicerto – Vice President, Administration and Finance
David Warner – Vice President of Academic Affairs and Student Services

Call to Order

Chair Proctor presided and convened the regular meeting at 1:15 pm.

Closed Session

Ms. Lampton moved to adjourn to closed session to discuss personnel matters affecting one or more individuals over whom the Board has jurisdiction pursuant to Maryland General Provisions article 3-305(b) (1). Ms. Brooks seconded the motion carried by unanimous vote.

Re-convene Open Session

Following adjournment of the closed session, Chair Proctor re-convened the regular meeting at 1:15 pm. In closed session, the Trustees discussed a personnel-related matters. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Paula Lampton, Thomas Newcomer (via Zoom), William Proctor, Gregory Snook, and John Williamson. President James Klauber and Jennifer Childs were also present.

Consent Agenda

The consent agenda included the regular session minutes for November 15, 2022, the personnel report for October 2022, and the December candidates for college certificates and degrees. All were approved as submitted.

Reports from Campus Groups

Student Government Association

Nick Mayonado gave an update on the upcoming events happening on campus as well as success of events that took place since the last meeting.

Faculty Assembly

Assistant Professor Schwartz discussed faculty-related topics of interest.

President's Report

Board Briefing Summary

President Klauber discussed highlights in Student Affairs, Academic Affairs, Workforce Solutions and Continuing Education, and College Advancement.

Additional Topics included:

- Putting out RFP on Solar Array
- The RFP for the bookstore has been published
- WCPS will pay for books and fees for dual enrolled students next spring as well as tuition
- The Employee Holiday Party will be on Tuesday, December 20, 2022, from 5 pm – 7 pm at Thick-N-Thin Brewing Company

Draft Agenda for Joint Meeting with Foundation Executive Committee December 13, 2022

President Klauber shared the draft agenda for the joint meeting with the Foundation Executive Committee on December 13, 2022. It included updates on the work of the Foundation committees and the fundraising campaign.

MACC Draft Legislative Agenda for 2024

President Klauber discussed the MACC Legislative Agenda for 2024.

Trustee Snook exited the meeting

Monthly and Special Reports

Financial Report as of October 31, 2022 (ACTION)

Vice President Soeffker-Culicerto gave a brief overview of the financial report. Mr. Abraham moved to accept the financial report as of November 31, 2022 as submitted. Ms. Brooks seconded, and the motion carried by unanimous vote.

New Business

Capital Improvement Project Plan (CIP) (ACTION)

President Klauber discussed the Capital Improvement Project Plan. Mr. Newcomer moved to approve the CIP plan as submitted. Ms. Brooks seconded, and the motion carried by unanimous vote.

ACCT Travel Expenses (ACTION)

President Klauber discussed additional travel expenses for Trustee Williamson to serve on an additional committee along with attend two major conferences through ACCT. Ms. Lampton moved to approve the additional travel expenses for Trustee Williamson. Mr. Abraham seconded, and the motion carried by unanimous vote.

Sole Sourcing- Control Systems (ACTION)

Ms. Lampton moved to approve Control Systems as a sole source vendor and approves a \$157,900 purchase from Control Systems for upgrade of BAS platform in the LSC, CBES Chillers and Wet-Labs, BSH, Kepler, STEM, ATC, and CPB. Ms. Brooks seconded, and the motion carried by unanimous vote.

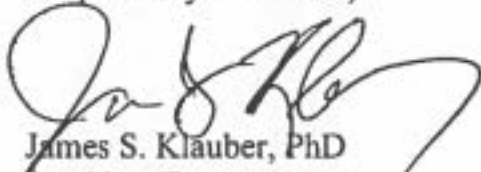
Northern Avenue Demolition (ACTION)

Ms. Lampton moved to approve Callas Contractors, LLC with their bid of \$216,000 for the interior demolition on the Northern Avenue Property. Mr. Abraham seconded, and the motion carried by majority vote. Mr. Williamson abstained.

Adjournment

There being no further business or discussion, the regular meeting was adjourned at 2:15 pm. The next regularly scheduled meeting will be held on December 13, 2022 in the Career Programs Building Room 211 and 213, unless otherwise noted.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary