



**COLLEGE of
SOUTHERN
MARYLAND**
**BOARD OF TRUSTEES
MINUTES**

DATE: February 27, 2025, 3:30 p.m.
PLACE: La Plata Campus – BI Building Room 201
CHAIR: **Shawn B. Coates**

TRUSTEES PRESENT:

Shawn B. Coates, Chair
Sonja M. Cox, Vice Chair
Christy Lombardi – Via Zoom
Cordelia Postell– Via Zoom
Pamela Cousins– Via Zoom
Kenneth Abell – Via Zoom
Cathy Allen
Celeste Alexander-Frye – Via Zoom
Diane Sandoval

TRUSTEES ABSENT:

I. CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Shawn B. Coates, Board Chair.

II. QUORUM ESTABLISHMENT

The board secretary confirmed the presence of a quorum.

III. APPROVAL OF MINUTES

The minutes of the January 24, 2025, Board of Trustees meeting minutes were reviewed.

Trustee Cousins made a motion to approve the January 24, 2025, meeting minutes.

Trustee Allen Seconded

➤ **All were in favor; Motion Passed**

IV. APPROVAL OF AGENDA

The agenda for February 27, 2025, Board of Trustees meeting agenda was reviewed and approved as presented.

Trustee Allen made a motion to approve the February 27, 2025, agenda.

Trustee Abell Seconded

➤ **All were in favor; Motion Passed**

V. STUDENT PRESENTATION

Tim Reim, Student Life Coordinator introduced the Student Business & Accounting Organization who presented their activities and student engagement.

VI. GOVERNMENT RELATIONS BRIEFING

Karen Smith-Hupp, Assistant Vice President Government Relations and Dr Trenace

Richardson, Associate Vice President Organizational Development, Talent and Equity, presented a briefing on government relations.

VII. MONTHLY FINANCIAL REPORT

Judy Mills, Vice President Division of Financial Services presented the monthly financial reports

- Number of Days Cash on Hand January 2025 (FY 25)
- Revenues by Source January 2025 (FY 25)
- FY 25 January Revenue
- 5-year revenues by source (2021 – 2025)
- Expenses by function January 2025
- FY 25 January Expenses
- 5-year expenses by function (2021-2025)

VIII. FUND BALANCE UPDATE

Judy Mills, Vice President Division of Financial Services presented the Fund Balance Report reviewing how these funds have been utilized and the benefits seen by the College community.

IX. COLLEAGUE ERP APPLICATION & SECURITY SERVICES SUPPORT CONTRACT

Valarie Burks, Vice President Information Management & Technology & Stacie Aubel request Board approval for a 3-year contract with CampusWorks for \$1,253,796 for Colleague ERP Application & Security Services Support.

Vice Chair Cox made a motion to approve a 37-month contract with CampusWorks for \$1,253,796 for Colleague ERP Application & Security Services Support
Trustee Alexander-Frye seconded.

- All were in favor; Motion Passed

X. INSURANCE FUND

Board Vice Chair Sonja Cox and Human Resources & Benefits Committee Chair requested Board approval for option 3 clearing the \$750,000 Insurance Fund liability and Operating fund Accounts Receivable; increasing the checking account balance to \$300,000, stabilizing cash flow; and maintaining the current Insurance Fund balance.

Trustee Lombardi recused herself from this discussion and any action taken due to conflict of interest.

Trustee Cousins made a motion to approve Option 3, clearing the \$750,000 Insurance Fund liability and Operating fund Accounts Receivable; increasing the checking account balance to \$300,000, stabilizing cash flow; and maintaining the current Insurance Fund balance.
Trustee Sandoval seconded.

- **The motion passed with eight trustees in favor, one abstention, and none opposed.**

PRESIDENT'S REPORT

Yolanda Wilson, Ed. D, President CSM: Presented the following to the Board:

- BCR Cyber Ranges and CSM on May 14th - Leonardtown
- DREAM Conference
- 4/25 Master Leadership Class – Karen Stout from ATD

BOARD CHAIR REPORT

Shawn B Coates, Board Chair: presented the following updates:

- CSM Employee Service Awards – February 28, 2025

BOT Meeting Changes

- March 27th – LaPlata Campus BI Board Room BI201
- April 17th – Prin PFA 119
- May 15th – LEON C216
- Student Government Banquet – May 6th at 5:00 at Prin.
- Graduation is May 9th 9am, 1pm and 5pm

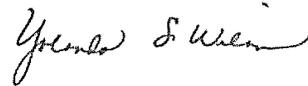
ADJOURNMENT

There being no further business, Trustee Allen motioned to adjourn the meeting. With the motion seconded by Trustee Sandoval, all were in favor; Motion Passed the meeting was adjourned at 6:29 p.m.

Respectfully submitted,



Shawn B. Coates, Board Chair



Yolanda Wilson, Ed. D, President