



## **BOARD OF TRUSTEES MINUTES**

**DATE:** September 26, 2024, 3:30 p.m.  
**PLACE:** Prince Frederick Campus, PFA 119  
**CHAIR:** **Shawn B. Coates**

### **TRUSTEES PRESENT:**

Shawn B. Coates, Chair  
Christy Lombardi  
Cordelia Postell  
Kenneth Abell – via zoom  
Cathy Allen  
Pamela Cousins – via zoom  
Celeste Alexander-Frye  
Diane Sandoval – via zoom

### **TRUSTEES ABSENT:**

Sonya Cox

### **I. CALL TO ORDER**

The meeting was called to order at 3:33 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 August 30, 2024, Board of Trustees meeting minutes were reviewed. Trustee Alexander-Frye made a motion to approve the August 30, 2024, meeting minutes. Trustee Lombardi Seconded

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

### **IV. APPROVAL OF AGENDA**

The agenda for September 26, 2024, Board of Trustees meeting agenda was reviewed and approved as presented.

Trustee Lombardi made a motion to approve the September 26, 2024, agenda.

Trustee Postell Seconded

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

### **V. MONTHLY FINANCIAL REPORT**

**Judith Mills, Vice President, Division of Financial Services**, presented the CSM budget analysis for month ending August 2024 (FY 25)

- Number of Days Cash on Hand
- Revenues by Source
- FY 25 and FY 24 August Revenues
- 5-year August Revenues by Source
- Expenses by Function
- FY 25 and FY 24 August Expenses
- 5-year August Expenses by Function

## **VI. FY 2024 FINANCIAL AUDIT**

**Chad Lassen, CPA- CliftonLarsonAllen**, presented the 2024 Draft Audit. This audit highlighted the following:

- Scope and Deliverables
- Audit Approach – Risk Based Approach
- Audit Approach and Results – Internal Controls
- Financial Statement and CC4 Results
- Financial Recap
- Required Communications

## **VII. QUARTERLY GRANT REPORT**

**Tora Wright, Grants Developer**, presented the FY24 -Quarterly Report (April-June)

- CSM received 15 awards for FY2024 totaling \$2.8M
- Quarterly Grant Award as of June 2024 : Total Awards = \$2,811,541
- Submitted Proposals/Applications as of June 2024: Total Pending = \$3,995,368
- Proposal/Applications - In Development as of June 2024: Total in Development = \$544,288
- Awards, Submitted, In Development, and Note Funded as of June 2024: FY 2024 Total = \$9,046,914

## **VIII. KORN FERRY CONSULTANT – SOLE SOURCE REQUEST**

**Judith Mills, Vice President, Division of Financial Services**, presented a request to approve a continued, sole source contract with Korn Ferry for consultation services with Patricia Lesley beyond \$50,000 but not to exceed \$175,000.

Trustee Postell made a motion to approve a continued, sole source contract with Korn Ferry for consultation services with Patricia Lesley beyond \$50,000 but not to exceed \$175,000.

Trustee Lombardi seconded.

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

## **IX. FOUNDATION BOARD NOMINATIONS**

**Toni Kruska, Director II, Development** presented a request to approve the nominations of Jose Gonzalez, Bert Johnson & Jay Webster to join the CSM Foundation Board of Directors.

Trustee Allen made a motion to approve the nomination of Jose Gonzales to join the CSM Foundation Board of Directors.

Trustee Postell seconded.

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

Trustee Abell made a motion to approve the nomination of Bert Johnson to join the CSM Foundation Board of Directors.

Trustee Allen seconded.

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

Trustee Postell made a motion to approve the nomination of Jay Webster to join the CSM Foundation Board of Directors.

Trustee Sandoval seconded.

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

## X. SCHEIBEL CONSTRUCTION MODIFICATIONS

**Dr. Bill Comey, Vice President of Operations and Planning** presented a request to approve a modification of the Scheibel contract for the HT Renovation to increase the amount from not to exceed \$6,504,000 to not to exceed \$6,604,000.

Trustee Alexnader-Frye made a motion to approve a modification of the Scheibel contract for the HT Renovation to increase the amount from not to exceed \$6,504,000 to not to exceed \$6,604,000.

Trustee Lombardi seconded

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

## XI. PRESIDENT'S REPORT

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

- Oct 2-3 Site Visit:
- Oct 5 - Breast Cancer Awareness Luncheon request by Delegate Patterson
- Oct 4-6 & Oct 11-13– play Bremen Town Musicians, LAPL Gottfried Theater
- Oct 9 – Student Resources Ribbon Cutting Ceremony LAPL @ 2 PM
- Oct 12 – Benny Morgan Concert Series, LEON Building A
- Oct 18 – Honoring Dexter Bordes
- Nov 4 – Veterans Day Lunch, LAPL with guest speaker Secretary Woods
- Tia Brown McNair will be visiting CSM in March during DEIB day.
- AACC: Ron was appointed to serve on diversity, equity and inclusion; Ellen is serving on the Commission for Workforce Development.

Additional updates:

Dr. Summers announced - Dr. Caroline Holland Combs has accepted the position of Dean of the School of Health Sciences.

Dr. Harris announced - College of Southern Maryland has been selected to participate as a Host Site for the 2024 Amplify Student Voice convening supported by the W.K. Kellogg Foundation and Lumina Foundation. The student convening will be held on Saturday, October 5, 2024, from 11am – 5pm EST.

## XII. BOARD CHAIR REPORT

**Shawn B Coates, Board Chair:**

2024 ACCT Leadership Congress will be held on Wednesday, October 23 - Saturday, October 26, 2024 in Seattle Washington.

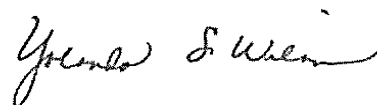
## ADJOURNMENT

There being no further business, Trustee Allen motioned to adjourn the meeting. With the motion seconded by Trustee Alexander-Frye, all were in favor; Motion Passed the meeting was adjourned at 4:47p.m.

Respectfully submitted,



Shawn B. Coates, Board Chair



Yolanda Wilson, Ed. D, President