



## **BOARD OF TRUSTEES MINUTES**

**DATE:** October 17, 2024, 3:30 p.m.  
**PLACE:** Velocity Center – VC101A  
**CHAIR:** **Shawn B. Coates**

### **TRUSTEES PRESENT:**

Shawn B. Coates, Chair  
Sonya Cox – via zoom  
Cordelia Postell  
Kenneth Abell – via zoom  
Cathy Allen – via zoom  
Celeste Alexander-Frye – via zoom  
Diane Sandoval – via zoom

### **TRUSTEES ABSENT:**

Pamela Cousins  
Christy Lombardi

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

The meeting was called to order at 3: 40 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 September 26, 2024, Board of Trustees meeting minutes were reviewed. Trustee Postell made a motion to approve the September 26, 2024, meeting minutes. Trustee Abell Seconded

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

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

The agenda for October 17, 2024, Board of Trustees meeting agenda was reviewed and approved as presented.

Trustee Alexander-Frye made a motion to approve the October 17, 2024, agenda.

Trustee Sandoval Seconded

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

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

**Judith Mills, Vice President, Division of Financial Services**, presented the monthly financial reports.

- Number of Days Cash on Hand – September 2024 (FY25)
- Revenues by Source
- FY 25 and FY 24 September Revenues
- 5-year August Revenues by Source FY 2021-2025
- Expenses by Function
- FY 25 and FY 24 September Expenses
- 5-year August Expenses by Function 2021-2025
- Insurance Fund – Fund Balance – 5 yr average comparison Fiscal Years 2020-2024 compared to Fiscal Year 2025

- Capital Project Funding Report
- Grant Activities Financial Report

#### **VI. RETIREEE BENEFIT PLAN CBIZ RENEWAL**

**Zack Pace, CBIZ Benefits Consultant and Vice Chair Sonya Cox** requested a motion to renew the current United Health Care Medicare Advantage plan for post-65 Medicare eligible college retirees at the current plan level of benefits with an additional annual premium cost to the college of \$155,000 and an additional premium cost to the retiree enrollees of \$27.50 per month.

Trustee Allen made a motion to approve the current United Health Care Medicare Advantage Plan for post-65 Medicare eligible college retirees at the current plan level of benefits with an additional annual premium cost to the college of \$155,000 and an additional premium cost to the retiree enrollees of \$27.50 per month.

Trustee Abell Seconded

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

#### **VII. 2024 MD PERFORMANCE ACCOUNTABILITY REPORT**

**Dr Bill Comey, Vice President Division of Operation & Planning,** presented a request to approve the submission of the 2024 Maryland Performance Accountability Report to the Maryland Higher Education Commission.

Trustee Abell made a motion to approve the submission of the 2024 Maryland Performance Accountability Report to the Maryland Higher Education Commission.

Trustee Postell Seconded

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

#### **VIII. PRITCHETT CONTROL HVAC CONTRACT**

**Judith Mills, Vice President, Division of Financial Services,** presented a request the board to approve a \$937,780 sole source contract with Pritchett Controls to purchase and install a new Building Automation System (BAS), ten Variable Air Volume (VAV) units, and other associated HVAC mechanical and Control equipment in the Prince Frederick Campus A Building.

Trustee Cox made a motion to approve a \$937,780 sole source contract with Pritchett Controls to purchase and install a new Building Automation System (BAS), ten Variable Air Volume (VAV) units, and other associated HVAC mechanical and Control equipment in the Prince Frederick Campus A Building.

Trustee Sandoval seconded.

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

#### **IX. PRESIDENT'S REPORT**

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

- October 9 – SR Ribbon Cutting
- Employee Turnover Rate (Presented by Ron Price, VP of PCE)
- Expanded Aviation Advisory Board
- October 30 – MACC Board of Director Meeting – Dr. Wilson & Chair Coates will be attending
- November 14 - MHEC President & Chair Dinner
- November 15 - MD Student Success Summit

- November 16 - MD Commission on Civil Rights & MD Office of the Attorney presents: Hate Bias reporting forum in LaPlata BI 113.
- Maryland Water and Wastewater training program partnership
- Cybersecurity Awareness Month
- December 17 – CSM Foundation Board Orientation and Retreat – Calvert Marine Museum in Soloman’s Island

Additional updates:

Introduction - Dr. Caroline Holland Combs as new Dean of the School of Health Sciences.

Gratitude extended to Dr. Bernice Brezina for all her hard work serving as Interim Dean.

**X. BOARD CHAIR REPORT**

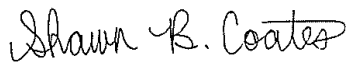
**Shawn B Coates, Board Chair:**

- October 23-26 ACCT in Seattle Washington
- November 6 – Adult Education Graduation Ceremony La Plata Campus in the Hank Willoughby Foundation Center for the Arts (FA Building)
- November 13 – Legislative Breakfast 8-10 am at Health Sciences
- December 19 – BOT meeting will be at 2:30 in the BI Board Room immediately followed by the CSM Holiday Party from 4-6pm in BI 113.

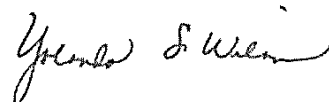
**ADJOURNMENT**

There being no further business, Trustee Alexander-Frye motioned to adjourn the meeting. With the motion seconded by Trustee Allen, all were in favor; Motion Passed the meeting was adjourned at 4:59p.m.

Respectfully submitted,



Shawn B. Coates, Board Chair



Yolanda Wilson, Ed. D, President