

COLLEGE OF SOUTHERN MARYLAND

BOARD OF TRUSTEES

December 15, 2022

MINUTES

The Board of Trustees met on December 15, 2022 at 3:30 pm at the La Plata Campus, Building BI, Room 201. Board Chair Coates called the meeting to order at 3:30 pm. The following trustees were present: Sonja Cox, Jay Webster, Cordelia Postell, Jose Gonzalez, Kee Abell, and Cathy Allen. Christy Lombardi was absent.

Chair Coates led with the following announcement:

Following this open meeting we will move into closed session under General Provision Article 3-305 (8) to consult with staff, consultants, or other individuals about pending or potential litigation.

Approval of November 17, 2022 Minutes

Trustee Abell made a motion to approve the minutes of November 17, 2022. Trustee Gonzalez seconded the motion. All were in favor.

Approval of Agenda for December 15, 2022

Trustee Postell made a motion to approve the agenda of December 15, 2022. Trustee Webster seconded the motion. All were in favor.

Monthly Financial Report

Vice President Mills presented the monthly financial report. The presentation included number of days cash on hand, revenues by source, 5-year revenues by source, expenses by function, insurance fund – fund balance with five-year average comparison, and capital project fund balance.

State of the College Video

President Murphy played the State of the College video for the trustees. She thanked the Marketing and Communication team members for their work on the video. Chair Coates also expressed his thanks and he looks forward to the video being shared with the tri-county area commissioners.

Approval of Foundation Director

Executive Director Chelsea Clute asked the board to approve two foundation directors – Danielle Conrow and Teresa Shasho, providing resumes and community involvement information on both candidates.

Trustee Webster made a motion to approve Danielle Conrow and Teresa Shasho to the Foundation Board of Directors. Vice Chair Cox seconded the motion. All were in favor.

Approval of Honorary Degree

Executive Director Chelsea Clute asked the board to approve an honorary degree for Harry Shasho stating:

Harry Shasho, of La Plata, is the president and broker for Shasho Consulting PA Commercial Real Estate. Previously, he served as the chairman of the Charles County Economic Development Board. In addition to the CSM Foundation, Shasho is serving on the CSM Campus Advisory Council, BB&T Advisory Board and Charles County Chamber of Commerce Legislative Committee as EDC chair. He is a member of the National Association of Realtors, Maryland Association of Realtors, Southern Maryland Association of Realtors, and the chambers of commerce in Calvert, Charles and St. Mary's counties. With his extensive business experience, Shasho said he is well aware of the value CSM offers to the business community through workforce development and business training partnerships. Shasho said he has a unique perspective as a Vietnam veteran and has tried to leverage experience to serve the students of CSM.

Harry has served on the CSM Foundation Board since 2016 and has donated more than \$30,000 in support of our students. In addition, he established the Mary I. Shasho Memorial Endowed Scholarship in memory of his late wife; this award supports Criminal Justice majors who reside in Southern Maryland. His leadership and dedication are evident in his advocacy for the college out in the community and the number of exceptional board members that he has recruited. He also served on the La Plata Advisory Council and the search committee when Dr. Brad Gottfried was hired.

Trustee Abell made a motion to approve an honorary degree for Harry Shasho. Trustee Gonzalez seconded the motion. All were in favor.

Request for use of Reserve Funds

Vice President Judy Mills and Vice President Bill Comey asked the board to approve access and use of reserve funds in the amount of \$8,650,000 to be transferred to the operating budget to allow the college to strategically invest in the following areas: Physical Education Building repairs; a maintenance building at the Regional Hughesville Campus; Replenishing the plant fund; Renovation of the La Plata Wastewater Treatment Plant; a Pavilion at the Prince Frederick Campus; HVAC repairs to the Children's Learning Center; Mechanical, Electrical, and Plumbing repairs at all campuses; Compensation adjustments from the Compensation Study; Employee Retention Program funds.

Stating that these are examples of anticipated use of the fund balance transfer and that the funds may be used for similar projects, programs, and services as final costs are determined and/or critical needs arise.

Trustee Allen made a motion to approve the fund transfer of \$8,650,000 to the operating budget as presented. Vice Chair Cox seconded the motion. All were in favor.

Approval of HVAC Repair Contract

Vice President Comey asked for the approve the use of HVAC contract to replace and install a new HVAC system in the Children's Learning Center on the La Plata Campus using State Contract DGS-19-301-IQC with WL Gary in the amount of \$223,430 stating that the funds would come from the reserve funds approved in the previous motion.

Trustee Webster made a motion to approve the use of reserve funds in the amount of \$223,430 for a new HVAC system in the Children's Learning Center on the La Plata Campus using State Contract DGS-19-3010IQC with WL Gary as presented. Trustee Abell seconded the motion. All were in favor.

Approval of Landscaping Contract

Vice President Comey asked the board to approve a contract with Complete Landscaping for a 5-year fixed price of \$160,531 annually for a total lifetime of contract price of \$802,655.

Trustee Allen made a motion to approve the Complete Landscaping for \$160,531 annually for a total lifetime of contract price of \$802,655 as presented. Vice Chair Cox seconded the motion. All were in favor.

President's Report

President Murphy gave her final briefing to the board providing an update to the work taking place at the college to support the strategic plan.

Board Chair's Report

Board Chair Coates reminded the board that the annual board self-evaluation will be emailed and asked for all trustees to participate in the survey with candor and honesty, stating that the survey will close on February 3, 2023.

Board Chair Coates asked trustees to review the upcoming calendar of events – and encouraged everyone to attend the Winter Commencement on Friday, January 12, 2023 and to consider attending the MACC Trustee Leadership Conference on January 23, 2023.

Board Chair Coates took a moment to thank President Murphy for service to the college and to wish her well in her retirement.

Board Chair Coates took a moment to thank Chief of Staff Larisa Pfeiffer for her leadership in her role as college liaison in the presidential search.

Motion to move into Closed Session

Trustee Postell made a motion to move into Closed Session as announced at the beginning of the meeting under General Provision Article 3-305(8). Trustee Webster seconded the motion. All were in favor.

Time of closed session: 4:40 pm Place: La Plata Campus, Building BI, Room 201

Purpose: Confidential information related to litigation. Discussion with legal counsel.

Members who voted to meet in closed session: All

Authority under 3-305 for closing: #8

Topic(s) actually discussed: (8) discuss settlement negotiations for litigation.

Action taken: none.

Trustee Allen made a motion to adjourn the close session and move into open session. Trustee Abell seconded the motion. All were in favor.

Trustee Cox made a motion to adjourn the open meeting of December 15, 2022. Trustee Allen seconded the motion. All were in favor. The time was 4:46 pm.

Respectfully submitted,



Shawn Coates, Board Chair