



**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 contact 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 14<sup>th</sup> - 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 27<sup>th</sup> – LaPlata Campus BI Board Room BI201
- April 17<sup>th</sup> – Prin PFA 119
- May 15<sup>th</sup> – LEON C216
- Student Government Banquet – May 6<sup>th</sup> at 5:00 at Prin.
- Graduation is May 9<sup>th</sup> 9am, 1pm and 5pm

**ADJOURNMENT**

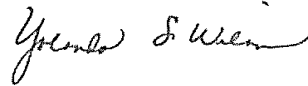
There being no further business, Trustee Allen motioned to adjourn the meeting. With the motion seconded by Trustee Sandoval, all were in favor; Motion Passed the meeting was adjourned at 6:29 p.m.

Respectfully submitted,



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Shawn B. Coates, Board Chair



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Yolanda Wilson, Ed. D, President