



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

DATE: April 17, 2025, 3:30 p.m.
PLACE: Prince Frederick Campus – PFA 119
CHAIR: **Shawn B. Coates**

TRUSTEES PRESENT:

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

TRUSTEES ABSENT:

Christy Lombardi – Via Zoom

I. CALL TO ORDER

The meeting was called to order at 3:31 p.m. by Sonya Cox, Board Vice Chair.

II. QUORUM ESTABLISHMENT

The board secretary confirmed the presence of a quorum.

III. APPROVAL OF MINUTES

The minutes of the March 27, 2025, Board of Trustees meeting minutes were reviewed. Trustee Alexander-Frye made a motion to approve the March 27, 2025 meeting minutes. Trustee Abell Seconded

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

IV. APPROVAL OF AGENDA

The agenda for April 17, 2025, Board of Trustees meeting agenda was reviewed and approved as presented.

Trustee Abell made a motion to approve the April 17, 2025, agenda.

Trustee Sandoval Seconded

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

V. STUDENT PRESENTATION

Tim Reim, Student Life Coordinator introduced the Student Group “Women of Excellence” who presented their activities and student engagement.

VI. MONTHLY FINANCIAL REPORT

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

- March 2025 (FY25) Number of Days Cash on Hand
- March 2025 (FY25) Revenues by Source
- FY 24 and FY 25 March Revenues
- 5 Year Revenues by Source (March)
- March 2025 (FY25) Expenses by Function

- FY 24 and FY 25 March Expenses
- 5 Year Expenses by Function (March)
- Insurance Fund – Fund Balance (Five Year Average Comparison)
- Capital Project Fund
- Grant Activities Financial Report

VII. INSURANCE UPDATES REQUEST

Ron Price, Vice President of People, Culture and Equity and member of Human Resources & Benefits Committee presented the following requests to the Board:

- **Margin Insurance Fund 2025-2026**
 - Approve the margin for the Insurance Claims Fund at 5% for the upcoming plan year which begins July 1, 2025, to June 30, 2026.
- **Benefit Plan Renewal 2025-2026**
 - Approve the renewal of the Employee Medical Plan Fund with a 10.0% increase to Funding Rates and 7.5% increase to PPO Employee Contributions, 5.2% increase to HDHP Employee Contributions based on a 5% Fund Balance Margin for the upcoming plan year which begins July 1, 2025, to June 30, 2026.
- **Domestic Partner Eligibility - Medical Insurance Synchronization 2025- 2026**
 - Amend CSM’s Main Health Plan to cover the Domestic Partners of CSM retirees.
- **Long Term Disability Enhancement 2025 – 2026**
 - Raise the Long-Term Disability benefit amount from 60% \$7,500 / month to 60% \$10,000 / month.

Trustee Cousins made a motion to approve the margin for the Insurance Claims Fund at 5% for the upcoming plan year which begins July 1, 2025, to June 30, 2026.

Trustee Alexander-Frye seconded.

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

Trustee Abell made a motion to approve the renewal of the Employee Medical Plan Fund with a 10.0% increase to Funding Rates and a 7.5% increase to PPO Employee Contributions, 5.2% increase to HDHP Employee Contributions based on a 5% Fund Balance Margin for the upcoming plan year which begins July 1, 2025, to June 30, 2026

Trustee Cousins seconded.

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

Trustee Abell made a motion to approve the amendment to CSM’s Main Health Plan to cover the Domestic Partners of CSM retirees.

Trustee Allen seconded.

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

Trustee Sandoval made a motion to approve raising the Long-Term Disability benefit amount from 60% \$7,500 / month to 60% \$10,000 / month.

Trustee Allen seconded.

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

VIII. ALBERIO AUTOMATED LOGIC CONTROLS CONTRACT

Dr. Bill Comey, Vice President Division of Operation & Planning presented a request to the board to approve a \$136,700 sole source contract with Albireo Energy to purchase an Automated Logic Control System for the BI Building on the La Plata Campus.

Trustee Allen made a motion to approve a \$136,700 sole source contract with Albireo Energy to purchase an Automated Logic Control System for the BI Building on the La Plata Campus.

Trustee Alexander-Frye seconded.

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

IX. SECURITAS CONTRACT – ACCESS CONTROL PART II

Dr. Bill Comey, Vice President Division of Operation & Planning presented a request to approve a sole source contract for Securitas Technology Corporation for \$329,044.95 to provide and install credential readers, electronic locks, door status devices and additional licenses for the existing Avigilon access control system on the Leonardtown, Prince Frederick and Regional Hughesville Campuses.

Trustee Sandoval made a motion to approve a sole source contract for Securitas Technology Corporation for \$329,044.95 to provide and install credential readers, electronic locks, door status devices and additional licenses for the existing Avigilon access control system on the Leonardtown, Prince Frederick and Regional Hughesville Campuses.

Trustee Abell seconded.

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

PRESIDENT'S REPORT

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

- Introduction of Dr. Kendall Isaac, GC
- Update from AACC
- BoardDocs/Diligent Update
- Funding Update (Facilities grant renewal, promise scholarship)
- AACC Board of Directors and AAWCC nomination results confirmed effect 7/1
- ATD visit 4/23-4/24 (moved location to Prince Frederick Campus)
- Karen Stout Master Leadership Class – April 25th and Lunch afterward
- Day of Service - April 22
- Student Government Banquet – May 6th at 5pm
- Graduation – May 9th at 9am, 1pm and 5pm
- Cyber Range Ribbon Cutting May 14th at Leonardtown Campus
- State of the College - Charles County on 5/20 (let Dr. Wilson know if you can attend)
- Leadership Academy Culmination Ceremony – 5/28
- Athletic Banquet - 4/30 at the Waldorf Jaycees
- Naming Ceremony – Michelle Simpson Ctr for Teaching and Learning 5/28



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 5:07p.m.

Respectfully submitted,

Handwritten signature of Shawn B. Coates in cursive.

Shawn B. Coates, Board Chair

Handwritten signature of Yolanda Wilson in cursive.

Yolanda Wilson, Ed. D, President