BOARD OF TRUSTEES –MEETING MINUTES

DATE: October 15, 2026, 3:30 p.m.
PLACE: **Prince Frederick Campus – PFA119**
PRESIDING CHAIR: **Christy Lombardi**

TRUSTEES PRESENT:
Christy Lombardi, Board Vice-Chair – via zoom
Kee Abell – via zoom
Shawn Coates
Cathy Allen
Cordelia Postell – via zoom
Celeste Alexander-Frye
Pamela Cousins
Diane Sandoval – via zoom
Yolanda Wilson, President

TRUSTEES ABSENT:
Chair, Sonja Cox

I. CALL TO ORDER

Immediate Past Chair, Shawn Coates, called the meeting to order at 3:32 pm. Vice Chair Lombardi subsequently assumed responsibility for presiding over the remainder of the meeting.

II. QUORUM ESTABLISHMENT

The board secretary confirmed the presence of a quorum.

III. APPROVAL OF MINUTES

The minutes of September 21, 2026, Board of Trustees meeting minutes were reviewed.
Trustee Alexander- Frye made a motion to approve the September 21, 2026, meeting minutes.
Trustee Cousins seconded the motion

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

IV. APPROVAL OF AGENDA

The agenda for the October 15, 2026, board meeting was reviewed and approved as presented.
Trustee Allen made a motion to approve the October 15, 2026, agenda.
Trustee Sandoval seconded the motion

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

V. STRATEGIC PLAN MILESTONE 3.1.3 TRANSFER PARTNERSHIPS

Rebecca Price, Director 1, Registrar's Office presented an update from the Strategic Plan 3.1.3 on Strengthening Transfer Partnerships

VI. MONTHLY FINANCIAL REPORT/LEONARDTOWN EMERGENCY POOL REPAIR

Patrick Shirdon, Vice President of the Division of Financial Services presented the Monthly Financial Report and Leonardtown Emergency Pool Repairs update.

VII. FUND BALANCE UTILIZATION PENDING FY27

Patrick Shirdon, Vice President of the Division of Financial Services, requested Board approval of the Fund Balance Utilization for pending FY27 Budget Enhancement Requests (BER) totaling $1,695,578.00.

Trustee Coates made a motion to approve the Fund Balance Utilization of Pending FY27 BER's in the amount of $1,695,578.00.

Trustee Alexander-Frye seconded the motion.

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

VIII. ARCHITECTUAL & ENGINEERING SERVICES FOR LEONARDTOWN CAMPUS BUILDING A RENOVATION PROJECT

Patrick Shirdon, Vice President of the Division of Financial Services, continued by requesting Board approval to award RFP-26-002, Architectural and Engineering Services for the Leonardtown Campus Building A Renovation Project, to Grimm + Parker Architects in the amount of $1,370,963.00.

Trustee Allen made a motion to approve the Award RFO-26-002, Architectural & Engineering Services for the Leonardtown Campus Building-A Renovation Project to Grimm + Parker Architects in the amount of $1,370,963.00.

Trustee Abell seconded the motion.

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

IX. FINACIAL AUDIT FY26

Vice President Shirdon introduced auditors from CliftonLarsonAllen LLP, who presented the Fiscal Year 2026 Financial Audit for Board approval.

Trustee Alexander-Frye made a motion to approve the FY 2026 Financial Audit as presented by Clifton Larson Allen, LLP.

Trustee Cousins seconded the motion.

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

X. ELLUCIAN COLLEAGUE REPORTING & OPERATING ANALYTICS (CROA) SOLUTION 1-YEAR RENEWAL

Valarie Burks, Vice President of Information Management and Technology, and Stacie Aubel, Director I of Technology Planning and Business Operations, requested Board approval for a one-year sole-source contract renewal with Ellucian in the amount of $74,437 for the Colleague Reporting and Operating Analytics (CROA) solution.

Trustee Abell made a motion to approve a Sole Source 1-year contract renewal with Ellucian in the amount of $74,437 for CROA solution.

Trustee Cousins seconded the motion

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

XI. LIFEPAK35 CARDIAC MONITOR SOLE SOURCE PURCHASE

Dr. Bernice Brezina, Vice President of the Division of Learning introduced Paul Casler, Assistant Professor of Health Sciences, who requested Board approval for the sole-source purchase of a LIFEPAK 35 Cardiac Monitor in the amount of $60,744.94.

Trustee Allen made a motion to approve the Sole Source purchase of a LifePak35 Cardiac monitor for $60,744.94.

Trustee Sandoval seconded the motion

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

XII. IMMERSIVE VERT SIMULATOR SOLE SOURCE PURCHASE

Dr. Caroline Combs, Dean of the School of Health Sciences, and Professor Candi Hume, Chair of the School of Health Sciences, requested Board approval for the sole-source purchase of the Immersive VERT Simulator in the amount of $461,575, with $100,000 contributed by the CSM Foundation and the remaining $361,575 funded through the College's fund balance.

Trustee Alexander-Frye made a motion to approve the allocation of $361,575 toward the total sole-source purchase price of $461,575 for the Immersive VERT Simulator.

Trustee Cousins seconded the motion

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

XIII. CSM FOUNDATION UPDATES

Trustee Abell shared the following updates from the CSM Foundation

- Foundation Board of Directors Added 3 new members (*Pam Barnard, Destiny Hunter, Kelly Williams)*
- Giving Tuesday – December 1
- 5K Breast Cancer Walk to benefit Calvert Health

XIV. PRESIDENT'S REPORT

Dr. Wilson shared the following updates

- AACC Future Presidents Institute
- SMNA Dinner Honoring Congressman Hoyer
- ED FSA Campus Visit
- USBTA 10th Anniversary

XV. CHAIRS REPORT

Vice Chair Lombardi shared the following:

- ACCT Leadership Congress in Chicago, IL October 21-24

ADJOURNMENT

There being no further business, Trustee Coates motioned to adjourn the meeting. With the motion seconded by Trustee Allen, all were in favor; Motion Passed and the meeting was adjourned at 5:29 p.m.

Respectfully submitted,

Christy Lombardi Board Vice Chair

Yolanda Wilson, Ed. D, President