

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**September 16, 2026
Regular Meeting**

The Board of Trustees of Frederick Community College met in regular session on Wednesday, September 16, 2026 in the Conference Center (E126AB). A virtual option to participate was provided. Participating in person were: Trustees Dr. William Reid, Chair; Dr. Carmen R. Hernandez, Vice Chair; Carolyn Kimberlin; Theodore Luck; Tracey McPherson; and Stephen G. Slater. Trustee Jan H. Gardner participated virtually. Also attending in person were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; Janice Spiegel, Special Projects Manager/Budget Office Frederick County Government; and Adam Konstas, PK Law, College legal counsel.

CALL TO ORDER

The meeting was called to order by Chair Reid at 4:30 p.m.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest expressed by Trustees.

BOARD & CEO COMMENTS

Chair Reid reflected on the opening and ribbon-cutting of the Miller Center for Healthcare Training and the importance of the facility to healthcare education and workforce development. Trustee Luck expressed appreciation for the preparation, timeliness, detail, and organization of the Board packet and he also recognized Kelli Ackiewicz, Program Manager for the Institute for Learning in Retirement, for a presentation delivered earlier that day to a group of business and community leaders. Trustee Kimberlin

congratulated faculty, staff, and administration on the opening of the Miller Center for Healthcare Training and their foresight in responding to the community's need for additional healthcare professionals.

President Cheek highlighted the newest edition of *FCC Connects* magazine and introduced a *Future in Focus* presentation on the 2026 Performance Accountability Report. Dr. Matthew Paushter, Chief Foresight and Decision Support Officer, provided an overview of key themes and trends reflected in the College's 2026 Performance Accountability Report related to access, student success, and workforce impact.

PUBLIC COMMENT

There were no comments.

CONSENT AGENDA

On a motion made by Trustee Slater, the Board unanimously approved the August 19, 2026 regular meeting minutes, as presented.

REQUIRED APPROVALS AGENDA

On a motion made by Vice Chair Hernandez, the Board unanimously approved the following items, as presented:

- 2026 Performance Accountability Report
- Award to Wolf Bus Lines for College Transportation Services
- Sole Source Procurement from Institute for the Future
- Award to Hilb Group for Benefit Broker Services
- Piggyback Contract with STORAGELogic of Maryland, Inc.

INFORMATION/DISCUSSION ITEMS

Fiscal Year-to-Date Unaudited Draft Financial Report through the Quarter

Ending June 30, 2026 – President Cheek introduced the year-end unaudited report, and Scott McVicker, Chief Financial Officer and Vice President for Administration, went through the report in detail with the Board.

There was discussion regarding the treatment of food service under the College’s financial reporting. It was clarified that Canteen is a third-party contractor and is therefore no longer reported as an auxiliary operation. There was also discussion regarding the College’s anticipated financial risks over the next three to five years, including State funding constraints, potential impacts on County funding, uncertainty regarding certain federal funding sources, and rising healthcare and employee benefit costs. It was also noted that the College is addressing its alternative funding sources through grants, community partnerships, and other opportunities.

Revisions to EL-3 Communication and Support to the Board – The Board reviewed the proposed revisions. Chair Reid proposed adding to Section 1.1: “as appropriate” before “regular updates on the status of the Board’s Policy Governance expenditures, environmental scanning data, and risk assessment.”

There was discussion regarding Section 1.4.4 and the phrase “Board-designated areas.” It was clarified that “Board-designated areas” refers to areas, units, or functions from which the Board may wish to receive informational presentations or updates, and that such areas are designated by the Board as a whole rather than by an individual Trustee. No additional definition was agreed upon.

Chair Reid questioned whether Section 1.5, as drafted, would place the President in the position of judging the Board's compliance with its own policies. He proposed revising Section 1.5 to read "Allow the Board's actions or behavior to materially interfere with the President's ability to exercise authority delegated by the Board without bringing the matter to the Board's attention." He also proposed adding a new Section 4.1 to GP-11 Special Rules of Order to read "The Board shall address any significant failure by the Board or an individual trustee to comply with the Board's Governance Process or Board-CEO Delegation policies." Trustee Luck indicated that he would like to review the proposed revisions in writing before responding to them.

There was discussion regarding the appropriate placement of the Board-compliance provision. The distinction was clarified between Governance Process policies, which govern the Board's own conduct, and Executive Limitations policies, which establish limits on the President's delegated authority. Trustee Gardner agreed that direction to the President should remain within EL-3 while separate language addressing the Board's responsibilities could be considered elsewhere.

Trustee Gardner suggested using "as soon as reasonably possible" for the timeframe referenced in Section 1.4.3 because the appropriate timing may vary depending on the circumstances. There was also discussion regarding the media-coverage provision in Section 1.4. Trustee Gardner recommended removing "negative" from the media-coverage provision. President Cheek reviewed her current interpretation of the provision to inform the Board's consideration of the proposed revision. Vice Chair Hernandez

supported the change and recommended retaining the existing language with the word “negative” removed.

The draft will be revised to reflect the discussion and will return as an information/discussion item at the October Board meeting for further review.

Revisions to GP-6 Board Linkage with Other Organizations – The Board reviewed the proposed revisions. Trustee Gardner questioned whether language focused on board-to-board engagement could unintentionally exclude an external organization’s executive director or CEO from participating. She also questioned the phrase “within Board-stated policies” in Section 3 and suggested revising it to say “within the Board’s role in ownership linkage and future foresight.”

Chair Reid proposed adding to the end of the opening policy statement, “The Board’s external relationships shall be conducted consistent with its governance role and shall not interfere with the President’s delegated responsibility for administration and operational relationships with external organizations.” He also proposed a new Section 3.1: “Individual trustees shall not represent that they speak on behalf of the Board unless authorized by the Board or Board Chair pursuant to Board policy,” with the existing Sections 3.1 and 3.2 renumbered accordingly. Trustee Gardner noted that similar language regarding individual Trustee representation may already exist in another policy but indicated that she did not object to the proposed provision.

The draft will be revised to reflect the discussion and will return as an information/discussion item at the October Board meeting for further review.

Revisions to GP-7 Board Planning Cycle and Agenda Control – The Board

reviewed the proposed revisions. There were no further suggested changes. The revised policy will be considered for approval at the October Board meeting.

Draft GP-14.2 Policy Review Committee – The Board discussed whether a separate Policy Review Committee is necessary. Trustees noted that the Board already has a multi-year policy review cycle under GP-7 Board Planning Cycle and Agenda Control and that GP-11 Special Rules of Order allows Trustees or the full Board to conduct policy pre-review. Discussion also emphasized the value of full-Board policy discussion and the ability to create an ad hoc committee if a specific future need arises. There was broad agreement that a separate Policy Review Committee is not necessary at this time. No action was taken.

ACTION ITEMS

Revisions to E-1 Ends – Before action, Trustees discussed the measurability of “self-confidence” in Section 1.0. President Cheek explained that the President’s interpretation provides the operational measure used to demonstrate compliance and that interpretations are revisited when the Board changes an Ends policy. No change was made to the “self-confidence” language.

Trustees also discussed proposed Section 2.1.1, “Learners have access to financial support.” Concern was expressed that the language could be read as guaranteeing financial support to all learners regardless of eligibility. Trustees noted that existing Section 2.3, providing that learners have ancillary support to meet their unique needs, can encompass financial support as well as other forms of support.

Vice Chair Hernandez moved to approve the revisions to E-1 Ends, with the deletion of proposed Section 2.1.1, “Learners have access to financial support.” The Board unanimously approved the revisions to E-1 Ends, as amended.

GP-14 Board Committee Principles – The Board reviewed the proposed policy.

Trustee Luck moved to approve the policy, as presented.

There was discussion to clarify prior revisions, including the change in Section 3 from “they” to “the President.” Trustees identified that the sentence “Board committees cannot exercise authority over staff” in Section 3 duplicated language already contained in Section 1.

Trustee Gardner moved to amend approval with the revision to delete the sentence “Board committees cannot exercise authority over staff” from Section 3. The Board accepted the amendment and unanimously approved GP-14 Board Committee Principles, as amended.

GP-14.1 Ownership Linkage Committee – For clarity before action, Chair Reid reviewed the final markup.

On a motion made by Trustee Gardner, the Board approved GP-14.1 Ownership Linkage Committee 6-1, as presented, with Trustee Kimberlin opposed.

MONITORING CEO PERFORMANCE

Acceptance: E-1 Ends (1.0) Monitoring Report – President Cheek presented the annual monitoring report and reported full compliance.

On a motion made by Trustee Luck, the Board unanimously found evidence of compliance with a reasonable interpretation of the policy for E-1 Ends (1.0).

MEETING CONTENT REVIEW

Trustees identified the policy discussions as the strongest governance-level portion of the meeting and noted broad participation and engagement in the discussion.

ADJOURNMENT

The meeting adjourned at 6:07 p.m.

NEXT MEETING

The next regular meeting of the Board will be held on Wednesday, October 14, 2026.

Dr. Annesa Payne Cheek

Secretary/Treasurer

Prepared by Kari Melvin
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Frederick Community College