BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE

August 19, 2026
Regular Meeting

The Board of Trustees of Frederick Community College met in **regular session** on Wednesday, August 19, 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; Jan H. Gardner; Carolyn Kimberlin; Theodore Luck; and Tracey McPherson. Trustee Stephen G. Slater arrived late to the meeting. 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 and Trustee Gardner reflected on Fall Convocation.

PUBLIC COMMENT

There were no comments.

CONSENT AGENDA

On a motion made by Trustee Luck, the Board approved the following items 6-0-1, as presented, with Trustee Slater absent:

- June 10, 2026 regular meeting minutes
- July 14, 2026 special meeting minutes
- July 15, 2026 board retreat minutes
- July 16, 2026 board retreat minutes

REQUIRED APPROVALS AGENDA

On a motion made by Vice Chair Hernandez, the Board approved the following items 6-0-1, as presented, with Trustee Slater absent:

- FY 2026 Cultural Diversity Plan Annual Progress Report
- Piggyback Contract Renewal with Frederick County for Interpreting Services for the Deaf and Hard-of-Hearing
- Contract Extension with Blackboard, Inc. for Licensing of Learning Management Software and Related Services
- Piggyback Contract with Skyline, Inc. for the Purchase of Network Switches and Related Services
- Sole Source Payment to Oracle, Inc. per the Contract for Database and Cloud-Related Services
- Piggyback Contract Renewal with Astute for Oracle Cloud Infrastructure Services
- Sole Source Procurement for Watermark Faculty Success Module

INFORMATION/DISCUSSION ITEMS

July Board Retreat Debrief – The Board reviewed the retreat action plan and reflected positively on the July retreat. Chair Reid noted that the next retreat date will need to be identified and that discussion topics for the retreat will be developed. It was also clarified that proposed updates to EL-3 Communication and Support to the Board and GP-7 Board Planning Cycle and Agenda Control are scheduled for review in September.

POLICY REVIEW:

Revisions to E-1 Ends – The Board reviewed revisions developed from the July retreat and discussed a proposed revision to add "Section 2.1.1. Learners have access to financial support." The revised E-1 Ends will be considered for approval at the September Board meeting.

Draft GP-14 Board Committee Principles – The Board reviewed the draft policy and additional revisions proposed by Chair Reid. There was discussion regarding the use and authority of Board committees under Policy Governance®, potential redundancy within the draft, and a suggestion to further discuss committee work at a future Board retreat. The policy will be considered for approval at the September Board meeting.

Draft GP-14.1 Ownership Linkage Committee – The Board reviewed the draft policy and additional revisions proposed by Chair Reid. A revision was also proposed to remove the "by September" deadline for the ownership linkage plan. The policy will be considered for approval at the September Board meeting.

Trustee Slater arrived at 5:04 p.m.

MONITORING BOARD PERFORMANCE:

Policy Survey Results for GP-9 Investment in Governance – Chair Reid reported on the results of this survey. There was discussion regarding the Board's responsibility to establish its annual governance budget. Beginning with FY 2028, a proposed governance budget will be presented in October for Board input, reviewed again in November, and incorporated into the College operating budget process.

Policy Survey Results for BCD-0 Global Board Delegation Statement – Chair Reid reported on the results of this survey. It was noted that proposed policy refinements addressing requests for information and clarification will be presented at the September Board meeting.

ACTION ITEMS

Approval of Monitoring and Policy Review Schedule – The Board reviewed the schedule reflecting a multi-year cycle for Board policy review and revised timing for Ends monitoring.

On a motion made by Trustee Luck, the Board unanimously approved the Monitoring and Policy Review Schedule, as presented.

MONITORING CEO PERFORMANCE:

Acceptance of EL-0 General Executive Constraint Monitoring Report – President Cheek presented the annual monitoring report and reported full compliance.

On a motion made by Vice Chair Hernandez, the Board unanimously found evidence of compliance with a reasonable interpretation of the policy for EL-0 General Executive Constraint.

Acceptance of EL-3 Communication & Support to the Board Monitoring Report – President Cheek presented the annual monitoring report and reported full compliance.

On a motion made by Trustee McPherson, the Board unanimously found evidence of compliance with a reasonable interpretation of the policy for EL-3 Communication & Support to the Board.

Acceptance of EL-5 Organization Culture Monitoring Report – President Cheek presented the annual monitoring report and reported full compliance.

On a motion made by Vice Chair Hernandez, the Board unanimously found evidence of compliance with a reasonable interpretation of the policy for EL-5 Organization Culture.

Acceptance of EL-11 Compensation and Benefits 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 EL-11 Compensation and Benefits.

MEETING CONTENT REVIEW

Trustees reflected positively on the level of participation and governance-focused discussion, particularly regarding the Ends and GP-14 Board Committee Principles. It was also noted that the monitoring reports summarized during the meeting are supported by more detailed written reports reviewed by the Board.

CLOSED SESSION

At 5:24 p.m., the motion was made by Vice Chair Hernandez to convene in closed session and unanimously approved by the Board. This action was taken in accordance with Maryland's Open Meetings Act, Section 3-305(b)(1) to discuss (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals; Section 3-305(b)(7) to consult with counsel to obtain legal advice; Section 3-305(b)(9) to conduct collective bargaining negotiations or consider matters that relate to the negotiations; and Section 3-305(b)(13) to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

The Board convened in closed session in the Conference Center (E126AB) on June 10, 2026. Attending in person were: Trustees Dr. William Reid, Chair; Dr. Carmen R. Hernandez, Vice Chair; Jan H. Gardner; Theodore Luck; Carolyn Kimberlin; Tracey McPherson; and Stephen Slater. Also attending in person were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; Avis Boyd, Chief of Staff to the President; Dr. Bridgette Cofield, Vice President for Talent and Culture; Dr. Anne Davis, Provost and Vice President of Teaching, Learning, and Student Success; Scott McVicker, Chief Financial Officer and Vice President for Administration; Pamela Murphy, Labor Relations Specialist; Adam Konstas, PK Law, College legal counsel; and Kari Melvin, Recording Secretary.

Dr. Davis and Ms. Murphy left the meeting.

The Board reviewed closed session minutes from June 10, 2026.

On a motion made by Trustee Kimberlin, the Board unanimously approved the June 10, 2026 closed session minutes, as presented.

Dr. Davis and Ms. Murphy rejoined the meeting.

The Board obtained legal advice on matters related to collective bargaining strategy and potential positions.

No action was taken.

Dr. Davis and Ms. Murphy left the meeting.

The Board discussed the contract of the President.

No action was taken.

The meeting adjourned at 6:17 p.m.

NEXT MEETING

The next regular meeting of the Board will be held on Wednesday, September 16, 2026.

Dr. Annesa Payne Cheek

Secretary/Treasurer

Prepared by Kari Melvin
Office of the President
Frederick Community College