BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE

June 10, 2026
Regular Meeting

The Board of Trustees of Frederick Community College met in **regular session** on Wednesday, June 10, 2026 in the Conference Center (E126AB). A virtual option to participate was provided. Participating in person were: Trustees Theodore Luck, Chair; Carolyn Kimberlin, Vice Chair; Jan H. Gardner; Dr. Carmen R. Hernandez; Tracey McPherson; Dr. William Reid; and Stephen G. Slater. 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 Luck at 4:30 p.m.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest expressed by Trustees.

BOARD & CEO COMMENTS

Chair Luck and Trustee Hernandez reflected on recent student recognition events and commencement.

President Cheek reported on recent College and community meetings and events.

A *Future in Focus* presentation on student support services was provided by Dr. Anne Davis, Provost and Vice President for Teaching, Learning and Student Succes, and Dr. Ed Cabellon, Interim Vice President for Student Experience.

PUBLIC COMMENT

There were no comments.

CONSENT AGENDA

On a motion made by Trustee Reid, the Board approved the following items, as presented, with Vice Chair Kimberlin abstaining on the April 22 and May 13 minutes and Trustee Gardner abstaining on the May 12 and May 13 minutes:

- April 22, 2026 regular meeting minutes
- May 12, 2026 board retreat minutes
- May 13, 2026 board retreat minutes

REQUIRED APPROVALS AGENDA

Trustees discussed the level of information provided for Items C and D.

On a motion made by Trustee Gardner, the Board approved deferring Items C and D to the next available opportunity 4-3, with Chair Luck, Vice Chair Kimberlin, and Trustee Reid opposed:

- Award to Hanbury for Architectural/Engineering Services for the Innovation & Technology Center Catoctin Hall Addition/Renovation
- Award to Barton Malow for Construction Manager at Risk Services with Guaranteed Maximum Price for the Innovation & Technology Center Catoctin Hall Addition/Renovation

On a motion made by Trustee Gardner, the Board unanimously approved the following items, as presented:

- Liability Insurance Renewal

- Piggyback Contract with Bell Techlogix for Microsoft Licensing
- Piggyback Contract with Civic Initiatives for Procurement Centralization and Transformation
- FY 2027-2029 Cultural Diversity Plan

INFORMATION/DISCUSSION ITEMS

Ownership Linkage Updates – Chair Luck noted that ownership linkage will be discussed further at the July retreat.

Fiscal YTD Unaudited Financial Report for the Quarter Ending March 31, 2026 – Scott McVicker, Chief Financial Officer (CFO) and Vice President for Administration, went through the report in detail with the Board.

MONITORING BOARD PERFORMANCE:

Policy Survey Results for GP-3 Board Code of Conduct – Chair Luck reported on the results of this survey.

Board Policy Review of GP-9 Investment in Governance – The Board reviewed this policy for currency. There was discussion regarding outside monitoring assistance and the timing of Board governance budget review. There were no suggested revisions.

Board Policy Review of BCD-0 Global Board Delegation Statement – The Board reviewed this policy for currency. There were no suggested revisions.

ACTION ITEMS

Board Nominating Committee Report and Election of Board Officers – Vice Chair Kimberlin presented the Board Nominating Committee report.

On a motion made by Trustee Slater, the Board unanimously approved the election of Dr. William Reid as Chair and Dr. Carmen Hernandez as Vice Chair for FY 2027.

Approval of Schedule of Board Meetings for 2027 – President Cheek presented the proposed meeting dates for 2027.

On a motion made by Vice Chair Kimberlin, the Board unanimously approved the Schedule of Board Meetings for 2027, as presented.

Approval of Proposed Agreement for Legal Services for FY 2027 with Pessin Katz Law – President Cheek presented the proposed agreement with Pessin Katz Law.

On a motion made by Trustee Hernandez, the Board unanimously approved the Agreement for Legal Services for FY 2027 with Pessin Katz Law, as presented.

Approval of FY 2027 Fee for AttainEdge Learning™ – President Cheek presented the recommendation to approve a fee for AttainEdge Learning™, a new correspondence education initiative. There was discussion regarding the distinction between correspondence education and online education.

On a motion made by Trustee Hernandez, the Board unanimously approved the FY 2027 Fee for AttainEdge Learning™, as presented.

Approval of FY 2027 Operating Budget, Capital Budget, and Salary/Wage Scales – President Cheek presented the FY 2027 budget recommendation. There was discussion regarding salary and fringe benefit increases, the proposed use of strategic reserves, operating contingency, contracted services, transfers, and capital budget modifications.

On a motion made by Trustee Reid, the Board unanimously approved the FY 2027 Operating Budget, Capital Budget, and Salary/Wage Scales, as presented.

MEETING CONTENT REVIEW

Trustees discussed the process for submitting questions regarding Board packet materials and agenda items, including how to avoid email discussion that could raise Open Meetings Act concerns. It was clarified that questions should be sent to the Chair.

CLOSED SESSION

At 6:07 p.m., the motion was made by Vice Chair Kimberlin 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 Theodore Luck, Chair; Carolyn Kimberlin, Vice Chair; Jan H. Gardner; Dr. Carmen R. Hernandez; Tracey McPherson; Dr. William Reid; 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.

The Board reviewed closed session minutes from April 22, 2026.

On a motion made by Trustee Hernandez, the Board unanimously approved the April 22, 2026 closed session, as presented.

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

No action was taken.

Dr. Cofield, Dr. Davis, Mr. McVicker, and Ms. Murphy left the meeting.

The Board discussed the FY 2026 evaluation of the President.

President Cheek, Ms. Boyd, and Ms. Melvin left the meeting.

The Board discussed contributions provided for in the President's employment agreement in connection with the annual evaluation process.

On a motion made by Trustee Slater, the Board unanimously approved a deferred compensation contribution per the President's employment agreement.

On a motion made by Chair Luck, the Board approved a supplemental retirement contribution per the President's employment agreement 5-0-2, with Trustees Gardner and Slater abstaining.

President Cheek, Ms. Boyd, and Ms. Melvin rejoined the meeting.

Mr. Konstas informed President Cheek of the results of the Board's action.

The meeting adjourned at 7:34 p.m.

NEXT MEETING

The next regular meeting of the Board will be held on Wednesday, August 19, 2026.

Dr. Annesa Payne Cheek

Secretary/Treasurer

Prepared by Kari Melvin
Office of the President
Frederick Community College