

**CARROLL COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES**

**November 20, 2024  
Approved**

BOARD MEMBERS PRESENT

David Bollinger  
Sherri-Le Bream  
Kelly Frager (via conference phone)  
Diane Foster, Vice-Chairperson  
Greg Kahlert  
Mary Kay Nevius-Maurer  
Dr. Rosalie V. Mince, Secretary/Treasurer

BOARD MEMBERS ABSENT-EXCUSED

David O'Callaghan, Chairperson

COMMISSIONER LIAISON

The Honorable Kenny Kiler

STUDENT GOVERNMENT

Shanecia Pitterson, SGO President

STAFF PRESENT

Steve Berry  
Robert Brown  
Dr. Sharon Brunner  
Dr. Kristie Crumley  
Patti Davis  
Dr. Lisa De Jesús  
Clyde Johnson  
Dr. Michelle Kloss  
Dr. Kelly Koermer  
Karen Sorrell  
Lisa Slappy  
Lauren Walker  
Mary Wallace  
Steve Wantz

Board of Trustee Vice-Chairperson, Diane Foster called the meeting to order at 6:20 P.M. and led the opening exercises.

Hearing no corrections or additions to the Agenda of November 20, 2024, Trustee Foster asked for a motion to approve the Agenda. Trustee Bollinger moved to approve the Agenda; Trustee Bream seconded. The November 20, 2024, Agenda was unanimously approved.

Trustee Nevius-Maurer moved that the October 16, 2024, minutes be approved; Trustee Kahlert seconded. The October 2024 minutes were unanimously approved.

IV.A. President's Report

Dr. Rosalie Mince, President, reported:

1. Dr. Mince commented on attending and participating in several events, which are listed in the President's Report section of the November agenda. Dr. Mince conveyed heartfelt thanks and appreciation for the inauguration community celebration and the student event, expressing how deeply moved she was by these experiences.
2. Dr. Mince invited Mr. Clyde Johnson, Executive Director, Diversity, Equity, Inclusion, and Belonging (DEIB) to provide the monthly update to the Board.

Mr. Johnson informed the Board that the College participated in the Boys and Girls Club of Carroll County's Teen Night, where participants celebrated Halloween with a Fear Factor-themed event. During the event, they competed against Carroll Community College in various gross challenges for the annual trophy. In addition, The College hosted 146 high school students on Thursday, October 17 for the Carroll County Public School (CCPS) 2<sup>nd</sup> annual Student Equity Conference. Dr. Cynthia McCabe, CCPS Superintendent and Dr. Mince delivered remarks, and numerous students had the opportunity to meet with the College's Admissions counselors to get their questions answered and take the next steps.

In conclusion, Mr. Johnson invited Board members to read *Belonging Through a Culture of Dignity: The Keys to Successful Equity Implementation* by Floyd Cobb and John Krownapple. This book is included in the holiday gift package for Trustees this evening. The local co-author, Mr. Krownapple, will be the keynote speaker and lead a learning session at the January 23rd Collegewide meeting, as well as a second engagement in June, both of which Trustees are invited to attend.

3. Dr. Mince invited Mr. Steve Wantz, Executive Director of Institutional Advancement & College Foundation, to give the Board an update on the Foundation's activities.

Mr. Wantz updated the Board on the Starry Night Gala taking place on Friday, December 6, 2024, and shared a few changes this year, including shortening the Theater experience, conducting a brief live auction, and then transitioning into the celebration. Mr. Wantz thanked the Board members for their support of the event and expressed appreciation for the student volunteers. Starry Night sponsorships have reached nearly \$158,000, with several commitments still pending.

Mr. Wantz distributed a flyer with details about Giving Tuesday on December 3<sup>rd</sup>, supporting the Carroll Lynx Athletics Program. The Foundation Board meeting on November 21<sup>st</sup> will focus on strategies to advance the athletics initiative at Carroll and move campaign funds through the pipeline.

#### IV.B. Academic Council

Ms. Mary Wallace, Academic Council President reported:

The Academic Council met on November 1, 2024. Ten proposals were approved. Ms. Wallace summarized these proposals with the Board. The next meeting will be held on December 6, 2024.

#### IV.C. Senate

Ms. Karen Sorrell, Senate President, reported:

The Senate met on Friday, November 8, 2024.

Dr. Mince welcomed the Senators and expressed appreciation for everyone's participation and contributions to the development of the College's Strategic Plan.

Ms. Sorrell introduced the guest speaker, Mr. Mark Winkel, Carroll Community College Athletic Director. Mr. Winkel shared his background with Senators and expressed his enthusiasm and vision for the Carroll Athletics Program.

Ms. Sorrell shared updates from the different constituency groups and concluded by communicating the next Senate meeting is scheduled on December 13, 2024.

#### IV.D. Student Government Organization (SGO)

Ms. Shanecia Pitterson, SGO President reported:

Ms. Pitterson provided an update on the status of various committees, clubs, and events, including the successful, well-attended student event celebrating Dr. Mince's inauguration this week. The events committee also organized the popular annual Trunk or Treat on October 29. The SGO and fellow students are looking forward to the Winter Cookie Decorating Activity and volunteering at the Starry Night Gala.

#### IV.E. Commissioner

The Honorable Kenny Kiler, Commissioner Liaison reported:

The Commissioner reviewed various county government activities, including the proposed transmission route through parts of the county, topics related to solar energy, agriculture, and the budget.

Commissioner Kiler shared that the three major financial rating agencies, Fitch Ratings, S&P Global Ratings, and Moody's reaffirmed Carroll County's rating of AAA, the highest possible rating a county can receive.

Trustee Bollinger expressed gratitude to the Board of County Commissioners for their support in the effort to defeat the Maryland Piedmont Reliability Project (MPRP) and uphold the principles of protecting property owner rights in Carroll County.

#### IV.F. Planning Advisory Council (PAC)

Dr. Michelle Kloss reported:

The Planning Advisory Council met on Monday, October 21, 2024, and Monday, November 4, 2024.

Ms. Patti Davis presented the FY2026 Operating Budget requests and justifications. Members were able to have open discussion and ask questions about the proposed FY2026 budget. PAC members voted to endorse the proposed budget. The budget will be presented to the Board of Trustees at the December 18, 2024, board meeting.

Dr. Kelly Koermer and Ms. Jean Marriott presented the Workforce, Business, and Community Education (WBCE) Enrollment and Revenue Report. Lastly, Mr. Gregg Bricca provided the 2025-2029 Strategic Plan update.

The December PAC meeting is cancelled. The next meeting will be held on Monday, February 3, 2024, in the Bollinger Family Conference Center (K100) at 3:30 P.M.

#### V.A. Finance, Facilities, and Related Policies Committee

Trustee Kahlert reported:

1. The Board of Trustees must review and accept monthly financial reports, subject to audit verification. Financial monthly reports are provided to the Board of Trustees in order to keep the Board informed of the ongoing status of the College's financial activities. The October reports are not the audited final statement.

**Recommended Motion:** Trustee Kahlert moved that the Board acknowledge receipt of the October financial report. Cumulative financial information will be annually audited, and appropriate responses provided by the external auditors during the annual audit process. Trustee Nevius-Maurer seconded.

**Motion Status:** Unanimously approved.

2. Ms. Patti Davis, Vice President of Administrative Services presented the Fiscal Year 2026 Proposed Operating Budget Overview to the Board of Trustees for information.

Trustee Nevius-Maurer reported:

3. Board Policy II-44 requires the Board of Trustees to approve the acceptance of all gifts to the College.

Dan Cudney, who works for Central Atlantic Toyota, has donated a V6 Toyota Tundra engine from the Heritage Toyota dealership in Owings Mills. This item no longer works and will serve as a teaching tool. The item's valued at \$300 based on 600 lbs. of scrap metal.

**Recommended Motion:** Trustee Nevius-Maurer moved that the Board of Trustees accept the donation of the V6 Toyota Tundra engine as described from Dan Cudney for the uses stated above with our sincere gratitude for their caring toward our students. Trustee Kahlert seconded.

**Motion Status:** Unanimously approved.

**V.B. Personnel, Instruction, and Related Policies Committee**

Trustee Bollinger reported:

1. One new support staff appointment includes Vincent Pinder, Campus Police Officer, effective November 11, 2024.

Trustee Bream reported

2. Several new temporary appointments were provided to the Board for information.
3. The College informed the Board of one employee separation: Tammy Quintrell effective November 8, 2024.

**VI. Old Business/New Business**

1. Trustee Bollinger informed the Board about the loss of two cherished members of our community. Former Board of Trustee member, Mr. Ronald “Ron” Hollingsworth, passed away on Thursday, November 7, 2024, and former Foundation Board member Kelly Hill passed away Monday, November 18, 2024.
2. Trustee Kahlert shared the recently published Kahlert Foundation Annual Report, which features a meaningful 2-page article highlighting the significant impact of Carroll Community College in their Education section.

**VII. Dates of Upcoming Meetings and Events**

Trustee Foster reviewed upcoming meeting and event dates.

Trustee Foster asked for a motion to end the official November 20, 2024, Board of Trustees’ meeting and meet in a closed Executive Session to discuss an issue of general administrative and legal consideration. Trustee Bream moved to end the official November 20, 2024, Board of Trustees’ meeting; Trustee Nevius-Maurer seconded.

**Motion status:** Unanimously approved.

**VIII. Adjournment**

Trustee Foster adjourned the meeting at 7:07 P.M.