

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**April 22, 2026
Regular Meeting**

The Board of Trustees of Frederick Community College met in **regular session** on Wednesday, April 22, 2026 in the Conference Center (E126AB). A virtual option to participate was provided. Participating in person were: Trustees Theodore Luck, Chair; Jan H. Gardner; Dr. Carmen R. Hernandez; Tracey McPherson; Dr. William Reid; and Stephen G. Slater. Vice Chair Carolyn Kimberlin was unable to attend. Trustee Slater was appointed by Governor Wes Moore to serve the remainder of the term of former Trustee Myrna Whitworth (July 1, 2024 – June 30, 2029). Trustee Slater was sworn in at the Office of the Clerk of the Circuit Court for Frederick County on April 20, 2026. Also attending in person were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board and Edmund O’Meally, PK Law, College legal counsel.

Participating virtually was Janice Spiegel, Special Projects Manager/Budget Office Frederick County Government.

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 welcomed Trustee Stephen Slater. He then reflected on the College’s Celebration of Excellence event, noting the importance of recognizing employees and the

strong culture of appreciation across the institution. He reminded Trustees of the upcoming Board retreat scheduled for May 12–13, 2026.

Trustee Slater expressed appreciation for the opportunity to serve and shared his intent to listen, learn, and contribute.

Trustees McPherson and Reid also commented positively on the Celebration of Excellence event.

President Cheek reported on recent external engagements, including participation as a panelist at a Women’s History Month event at Coppin State University focused on leadership and sustainability, and a meeting with Mount St. Mary's University President Dr. Gerard Joyce to explore expanded transfer pathways and student alignment opportunities. She also met with the newly appointed Director of Frederick County’s Division of Economic Opportunity Heather Gramm to strengthen collaboration in workforce and economic development.

President Cheek acknowledged the success of the Celebration of Excellence and expressed appreciation to Trustees who attended. She thanked County Executive Jessica Fitzwater for her continued support of the College, as reflected in her proposed FY 2027 budget, and noted her upcoming participation in the County Council’s budget workshop to advocate for FCC funding.

President Cheek concluded by highlighting Commencement, scheduled for May 21 at Mount St. Mary’s Knott Arena, with Lieutenant Governor Aruna Miller serving as Commencement speaker, and encouraged Trustee attendance.

PUBLIC COMMENT

There were no comments.

CONSENT AGENDA

On a motion made by Trustee Gardner, the Board approved the following item 6-0-1, as presented, with Vice Chair Kimberlin absent:

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REQUIRED APPROVALS AGENDA

A clarifying question was raised regarding the reported increase in group health insurance costs. President Cheek clarified that the \$299,960 figure reflects the increase for employee-only coverage, and that the total estimated annual increase to the College is approximately \$840,000 when all coverage types are included.

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

- Renewal of Group Health, Prescription Drug Insurance to CareFirst BlueCross BlueShield for FY 2027
- Award to Aetna for Group Dental Insurance and Renewal with Aetna for Group Vision Insurance for FY 2027
- Award to The Hartford for Group Basic Life/AD&D, Long Term Disability, and Supplemental and Dependent Life Insurance for FY 2027-FY 2029
- Award to Little Diversified Architectural Consulting for the Visual & Performing Arts Center Feasibility Study
- Piggyback Contract with BSN Sports, LLC for Athletic Uniforms and Related Apparel

INFORMATION/DISCUSSION ITEMS

Ownership Linkage Updates – Chair Luck reported that the consultant’s summary of recent ownership linkage engagements has been received and will be discussed at the July retreat. Trustees expressed appreciation for the report, noting alignment with the Ends Policy and the value of synthesizing input across engagements.

FY 2027 Budget Development Update – President Cheek noted that the County Executive’s proposed budget includes the College’s full funding request and that the process is now in the County Council review phase. Scott McVicker, Chief Financial Officer and Vice President for Administration, detailed adjustments made since the Board approved the budget in February based on the County providing \$367,715 over what FCC requested, due to additional in-kind funding. The total operating budget is now nearly \$84 million. Due to the higher budget level, an increased contribution to the operating fund balance reserve is required to maintain compliance with reserve policy requirements. Mr. McVicker also noted adjustments to the capital budget due to reduced state funding for certain projects, while confirming that core priorities remain funded.

Trustees discussed the distinction between in-kind funding and new operating dollars, the College’s use of the County Executive’s proposed \$1.5 million increase to sustain operations and support enrollment growth, and ongoing challenges related to state funding caps and rising costs, including healthcare.

MONITORING BOARD PERFORMANCE:

Policy Survey Results for GP-4 Board Job Contributions – Chair Luck reported on the results of this survey. Trustees discussed opportunities to strengthen engagement with

local, state, and federal officials and improve information flow from external organizations. Variation in responses was noted, reflecting differences in Trustee tenure. Chair Luck corrected for the record that five Trustees have completed the Open Meetings Act training.

Policy Survey Results for GP-2 Role of the Vice Chair – Chair Luck reported on the results of this survey.

Board Policy Review of BCD-5 President Succession – The Board reviewed this policy for currency. Trustees noted no action has been necessary on this policy and agreed no revisions are needed at this time. There was discussion regarding whether certain policies require annual review or could be reviewed on a multi-year cycle.

Board Policy Review of GP-3 Board Code of Conduct – The Board reviewed this policy for currency. Trustees discussed expectations regarding information sharing and adherence to Open Meetings Act requirements. It was clarified that Trustees may not deliberate outside public meetings and that items requiring discussion should be placed on a future agenda. Chair Luck encouraged Trustees to bring forward topics for consideration, noting that agenda requests may be submitted to the Chair. Trustees also discussed using the Meeting Content Review agenda item to surface future topics for Board consideration. There were no suggested revisions.

ACTION ITEMS

Approval of Revision to GP-1 Role of the Board Chair – The Board reviewed a proposed revision identified at the meeting last month regarding information items to revise the language in item 1.2 from “will be avoided or minimized and always noted as such” to “will always be noted as such.”

On a motion made by Trustee Hernandez, the Board approved the revision to GP-1 Role of the Board Chair 6-0-1, as presented, with Vice Chair Kimberlin absent.

President Cheek requested clarification regarding interpretation of the revised language and its alignment with the Board's governance role. Trustees noted the revision was intended to remove negative phrasing rather than change policy direction, while acknowledging potential differences in interpretation. A hypothetical example was offered, and Trustees noted the language allows for discretion. Trustees suggested clearly identifying informational items on the agenda, including those presented under comments.

MEETING CONTENT REVIEW

Trustees discussed opportunities to improve clarity of agenda items, including identifying informational topics more explicitly and ensuring alignment with governance-level discussion.

CLOSED SESSION

At 5:28 p.m., the motion was made by Trustee Reid 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)(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 April 22, 2026. Attending in person were: Trustees Theodore Luck, Chair; Jan H. Gardner; Dr. Carmen R. Hernandez; Tracey McPherson; Dr. William Reid; and Stephen Slater. Vice Chair Carolyn Kimberlin was unable to attend. 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; Edmund O'Meally, PK Law, College legal counsel; and Kari Melvin, Recording Secretary.

The Board reviewed closed session minutes from March 18, 2026.

On a motion made by Trustee Reid, the Board approved the March 18, 2026 closed session minutes 5-0-1-1, as presented, with Trustee Slater abstaining and Vice Chair Kimberlin absent.

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

On a motion made by Trustee Slater, the Board approved 6-0-1, with Vice Chair Kimberlin absent, for the Chief Negotiator to bargain up to a specified amount on fiscal items for FY 2027.

The meeting adjourned at 5:55 p.m.

NEXT MEETING

The next regular meeting of the Board will be held on Wednesday, June 10, 2026.

Dr. Annesa Payne Cheek

Secretary/Treasurer

Prepared by Kari Melvin
Office of the President
Frederick Community College