

**CARROLL COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES**

**June 18, 2025  
Approved**

**BOARD MEMBERS PRESENT**

David Bollinger  
Sherri-Le Bream  
Diane Foster, Vice-Chairperson  
Kelly Frager  
Greg Kahlert  
Mary Kay Nevius-Maurer  
David O'Callaghan, Chairperson  
Dr. Rosalie V. Mince, Secretary/Treasurer

**COMMISSIONER LIAISON**

The Honorable Kenny Kiler

**STUDENT GOVERNMENT**

Nyomie Greer, SGO President

**STAFF PRESENT**

Rob Brown  
Dr. Sharon Brunner  
Dr. Kristie Crumley  
Patti Davis  
Dr. Lisa De Jesús  
Jeremy Green  
Clyde Johnson  
Dr. Michelle Kloss  
Lisa Slappy  
Karen Sorrell  
Lauren Walker  
  
Student: Lohitaksh "Lohi" Suresh

Board of Trustee Chairperson, David O'Callaghan called the meeting to order at 5:50 p.m. and led the opening exercises.

Hearing no corrections or additions to the agenda of June 18, 2025 Trustee Frager moved for approval of the meeting agenda; Trustee Foster seconded. The June 2025 agenda was unanimously approved.

Trustee Bream moved that the May 21, 2025, minutes be approved; Trustee Bollinger seconded. The minutes from May 2025 were approved unanimously.

**IV.A. President's Report**

Dr. Rosalie Mince, President, reported:

1. Dr. Mince invited Mr. Clyde Johnson, Executive Director of College Standards and Accountability, to provide his monthly report to the Board.

Mr. Johnson announced that the College will host and co-sponsor the Carroll County Annual Juneteenth Celebration that will take place at Carroll Community College on Saturday June 21, 2025. The Juneteenth holiday recognizes June 19, 1865, as the day of emancipation of enslaved people of African Heritage. The event highlights history, art, and entertainment in tribute to freedom, while embracing African heritage. Mr. Johnson shared that the James Baldwin Award is an annual award presented by Speak On It, Act On It (SOIAOI), Inc. to recognize and honor residents of Carroll County who celebrate African American Culture and encourages African Americans to embrace their heritage. Mr. Bernie Jones is this year's recipient, and his recognition will be the first item on the agenda.

Mr. Johnson reminded Trustees that the Workforce Academy is scheduled for the last two weeks of July and Trustees are invited to volunteer for the interview portion taking place on July 28th. Mr. Johnson also briefed the Board on the insightful workshops led by Mr. Krownapple during the Collegewide meeting on June 11.

Mr. Johnson stated that the Board of Trustees must review and approve the College's FY2026 Plan for Program of Cultural Diversity, titled the Belonging and Empowerment Strategic Plan. In accordance with §11-406 of the Education Article, the governing body of each Maryland public college and university is required to develop and implement a plan for a program of cultural diversity. These plans must be submitted to each institution's board by July 1, 2025.

Thus, since the Carroll Community College's Board of Trustees does not meet in July, the FY2026 Plan for Program of Cultural Diversity is submitted to the Board of Trustees for review and approval in June.

**Recommended Action:** Trustee Frager moved that the Board of Trustees approve the FY2026 Plan for Program of Cultural Diversity. Trustee Foster seconded.

**Motion status:** Unanimously approved.

2. Dr. Mince reviewed the Carroll Community College FY2025-2029 Strategic Plan's FY2026 Annual Strategic Initiatives with the Board as information.
3. Dr. Mince commented on attending and participating in various events, which are listed in the President's Report section of the June agenda. Dr. Mince conveyed sincere appreciation to the College's Board members and staff who demonstrated their support by attending a range of institutional events, including individual meetings with Commissioners, the Nursing Pinning, Commencement ceremony, and the Ratcliffe Foundation reception.
4. Dr. Mince invited Ms. Lisa Slappy, Chief Communications and Public Relations Officer, to provide the Communications update to the Board.

Ms. Slappy updated the Board on the various media placements, press releases, news highlights and social media impressions. Ms. Slappy highlighted the announcement of a generous \$1,000 Sport Opportunity Grant from the National Junior College Athletic Association (NJCAA) Foundation. The NJCAA Sport Opportunity Grant enabled the College to expand the Track & Field Program and purchase much-needed uniforms and offset transportation costs to competitions. The College will also be featured in an upcoming segment titled "Learn How Industry Leaders Are Training the Next Generation of Drivers" on Education Station: The Dave Nemo Show, featuring Steve Berry and John Zeigenfuse. Lastly, the next edition of the College's quarterly newsletter, Campus Connections, will be released on July 30.

5. Dr. Mince provided the Foundation report on behalf of Mr. Steve Wantz, Executive Director of Institutional Advancement & College Foundation.

Dr. Mince shared the Turning Hopes and Dreams into Reality campaign continues to demonstrate a robust pipeline, with a projected conclusion date of June 30. As part of the Community Phase, the campaign sent a mailer to about 900 households and ran a strong social media push.

Dr. Mince reported that the College has received over \$1 million from the Kelly Hill Estate, with the primary outstanding matter being the sale of her residence. A significant multi-year commitment from Heidelberg Materials, renewable annually, has propelled the campaign total to over \$13 million.

The Foundation Executive Committee reviewed a proposal to support the development of the Ratcliffe Trades Center. The proposal is pending approval, contingent upon final authorization from the Board and the issuance of necessary permits by the City of Westminster.

Dr. Mince provided the Board with an update on the current status of scholarship awards and shared the timeline for the upcoming award cycle.

#### IV.B. Academic Council

Mr. Jeremy Green, Academic Council Vice President, reported:

The Academic Council met on Friday, June 6, 2025. One information item and five proposals were submitted and approved by the Council.

Election of Officers for the 2025-2026 academic year were held for Academic Council. Mr. Green announced the results of the election:

- President – Britney Harden, Assistant Professor, Nursing
- Vice President – Jeremy Green, Associate Professor, Library
- Representative to the Senate – Kristen Hadden, Associate Professor, Math

The next meeting will be held on Friday, September 9, 2025.

#### IV.C. Senate

Ms. Karen Sorrell, Senate President, reported:

The Senate met on Friday, June 13, 2025.

Senators reviewed the updated Hazing Policy, as well as the revised Library Collection Development Policy for Board of Trustees review and approval.

The Senate continues to review and work on the governance workgroup model and discuss potential options. Senators also reviewed and discussed potential changes for consideration regarding the structure of Senate.

The 2024/2025 Senate meeting was adjourned, and the 2025/2026 meeting convened to conduct the Election of Officers.

Ms. Sorrell announced the results of the election for the 2025/2026 academic year:

- President – Karen Sorrell, Senior Business Office Manager
- Vice President – Nikki Myers, Director, Enterprise Application Services

The next Senate meeting will be held in person on Friday, September 12, 2025.

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

Ms. Nyomie Greer, SGO President reported:

The Student Government Organization (SGO) will conduct its summer retreat on campus on July 16, 2025. The retreat will focus on team-building activities, clarifying structured roles, and exploring strategies to enhance student participation and engagement. The officers are pleased to welcome Trustee Dave O’Callaghan, who will join them for the luncheon portion of the event.

#### IV.E. Commissioner

The Honorable Kenny Kiler Commissioner Liaison to the Board reported:

Commissioner Kiler provided the Board with an update on the various events and engagements attended by the Commissioners across the county.

The Commissioners are in the process of scheduling a joint meeting with the legislative delegation, tentatively planned for July, with the exact date to be determined. Commissioner Kiler informed the Board that the Carroll

County Board of Election's office is moving to another space in the Carroll County Regional Airport industrial park.

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

Trustee Frager reported:

The Planning Advisory Council met on Monday, June 9, 2025.

Trustee Frager reported the FY2026 Strategic Initiatives were shared by Dr. Mince and a preview of the FY2026 Strategic Initiative Tasks Submission Form was presented by Mr. Gregg Bricca, Director of Institutional Effectiveness.

Trustee Frager highlighted the preliminary results of the Great Colleges to Work For and Student Satisfaction Surveys that were shared with PAC members. In addition, members discussed the FY2026 enrollment considerations. Dr. Michelle Kloss, Vice President, Effectiveness, Integrity, and Accountability provided a governance workgroup update and Ms. Patti Davis, Vice President of Administrative Services provided an update on the FY2026 budget.

The next meeting will be held on Monday, September 8, 2025.

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

Trustee Foster reported:

1. Monthly financial 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. A review of the financial statements for the period ending May 31, 2025, reveals normal and reasonable receipts, disbursements, and encumbrances. The May reports are not the audited final statement.

**Recommended Motion:** Trustee Foster moved that the Board acknowledge receipt of the May 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. Approval of Operating Budget for Fiscal Year 2026. The Board of Trustees must approve the College's Operating Budget.

The Board of County Commissioners of Carroll County has completed their budget review and has authorized the Fiscal Year 2026 Operating Budget on behalf of the College.

**Recommended Motion:** Trustee Foster moved that the Board approve the FY2026 Operating Budget for Carroll Community College. Trustee Kahlert seconded.

**Motion Status:** Unanimously approved.

3. The Board of Trustees must approve the Auxiliary Enterprises – Revised Child Development Center Fee scheduled spending plans pursuant to the Board of Trustees Policy. The College operates a Bookstore, Cafeteria and Child Development Center for the benefit of students, faculty, and staff. Each operation is designed to be financially self-sufficient. Athletics is also included under the umbrella of an auxiliary enterprise operation.

**Recommended Motion:** Trustee Foster moved that the Board approve the revised Child Development Center Fee Schedule as part of the FY2026 Auxiliary Enterprises Budget. Trustee Kahlert seconded.

**Motion Status:** Unanimously approved.

4. Approval of Tuition and Fee Structure for FY2026. The Board must approve the Tuition and Fee Structure of the College pursuant to the Board of Trustees Policy.

The College charges tuition and fees. In conjunction with the development of the annual operating budget, the Tuition and Fee Structure is reviewed. The Board of Trustees needs to approve the Tuition and Fee Structure in conjunction with the FY2026 budget request, with implementation for credit beginning Summer Session 1 and Fall Session 2025 for non-credit.

A 1.4% rate increase is recommended for in-county credit courses.

A 1.7% rate increase is recommended for out-of-county credit courses, while out-of-state rates will remain unchanged to comply with State Law, Title 16 Section 301 (7) (B1).

A 4% tuition increase, and a \$1 registration fee increase is recommended for non-credit open enrollment classes.

**Recommended Motion:** Trustee Foster moved that the Board of Trustees approve the revised Tuition and Fee Structure for the tuition and fee increase, effective Summer Session 1 2025 for Credit Students and Fall Session 2025 for Non-Credit Students. Trustee Kahlert seconded.

**Motion Status:** Unanimously approved.

Trustee Kahlert reported the following Information Item:

5. Board The Board of County Commissioners of Carroll County has completed their budget review and has authorized no projects for Fiscal Year 2026 Capital Budget on behalf of the College.
6. The Board of Trustees Policy requires approval of all Purchase Requisitions amounting to over \$50,000.

The College's network infrastructure has not been upgraded since 2014 and is now approaching end-of-life. This network serves as the digital backbone for all College operations, supporting online learning, administrative systems, campus communications, and internet access for students, faculty, and staff. The upgrade is a key component of the Technology Master Plan.

This infrastructure modernization will deliver significant improvements to campus connectivity. Features included in the Juniper Core Switch upgrade include enhanced performance and improved reliability, network speed will increase ten-fold (1 Gbps to 10 Gbps) from current capacity, eliminating potential bottlenecks, and supports expansion up to 25 Gbps, ensuring the investment will serve the College's needs for years to come as technological demands continue to grow.

Total Cost: \$102,000 - The purchase includes all Juniper hardware, software, professional installation services, and supporting materials. All items will be purchased through the State of Maryland MEEC Contract using technology funds.

**Recommended Motion:** Trustee Kahlert moved that the Board of Trustees authorize the College to award the purchase of Juniper switches and implementation services in an amount not to exceed \$102,000 to Skyline Technology Solutions in Glen Burnie, Maryland. Trustee Foster seconded.

**Motion Status:** Unanimously approved.

7. The Board of Trustees Policy requires approval of all Purchase Requisitions amounting to over \$50,000.

Information Technology recommends renewing our current Veeam maintenance agreement for a three-year term. Veeam serves as the centrally managed backup solution protecting the IT infrastructure. This renewal includes license modifications that will enhance our cloud integration capabilities.

Maintaining this service agreement is essential to preserve enterprise-level technical support, meet our expanding storage requirements, and sustain data replication at our disaster recovery facility.

This procurement will be funded through operating budget allocations.

**Recommended Motion:** Trustee Kahlert moved that the Board of Trustees authorize the College to purchase the Veeam Data Platform in an amount not to exceed \$55,000 using the Interlocal Purchasing System (TIPS). Trustee Nevius-Maurer seconded.

**Motion Status:** Unanimously approved.

8. The Board of Trustees Policy requires approval of all Purchase Requisitions amounting to over \$50,000.

The Philip E. and Carole R. Ratcliffe Foundation (Ratcliffe) awarded to the Carroll Community College Foundation a transformative grant in the amount of Two Million Eight Hundred Fifty-Two Thousand Five Hundred Seventy-Six Dollars (\$2,852,576) for the College's Ratcliffe Works: Building Skills, Creating Futures (Ratcliffe Works) project.

The College is seeking to expand its facilities to accommodate the programs targeted for the Ratcliffe grant including welding, plumbing, carpentry, high tech automotive/electric vehicle training, advanced manufacturing, and pet grooming.

As part of the welding program, we will be purchasing a total of twenty-four (24) welding machines to accommodate students. Three styles of welding machines are being purchased: ten (10) MIG welders, ten (10) STICK welders, and four (4) TIG welders.

**Recommended Motion:** Trustee Kahlert moved that the Board of Trustees authorize the College to purchase a total of twenty-four (24) welding machines in an amount not to exceed \$120,000 from Amtek Company of Arnold, Maryland using monies from the Ratcliffe Foundation Grant to fully fund this purchase. Trustee Foster seconded.

**Motion Status:** Unanimously approved.

9. The Board of Trustees Policy requires approval of all Purchase Requisitions amounting to over \$50,000.

The College issued a Request for Proposal (RFP) (Project CFY240324-01) for Financial and Banking Services for Carroll Community College. There were twenty (20) requests for the solicitation documents to review. Proposals were due to the College's Procurement Department by April 1, 2025.

Two proposals were received by the specified deadline. The two responses were evaluated by a committee of three members representing two departments. Based on the presentations and the pricing, it was recommended that the award be given to Truist Bank.

**Recommended Motion:** Trustee Kahlert moved that the Board of Trustees authorize the College to award the contract for Financial and Banking Services to Truist Bank, with local branches located at 401 Englar Rd and 747 Baltimore Blvd, Westminster, Maryland. Trustee Nevius-Maurer seconded.

**Motion Status:** Unanimously approved.

10. Board Policy requires the Board of Trustees to approve the acceptance of all grants.

Carroll Community College began administering the Carroll County Community Mediation Center (CCCMC) on October 1, 2008.

The CCCMC provides conflict resolution education and services to Carroll County residents and the College community. Carroll Community College is the program grant recipient and administrator of the CCCMC program. With the support of this grant the CCCMC will provide case management, volunteer coordination, conflict coaching and mediation services to the Carroll County and College communities. Additionally, the CCCMC provides mediation services to low-income families ordered by the Circuit Court to mediate issues around child custody and visitation.

Because of the many community education facets of the program, and the potential to incorporate mediation and conflict resolution issues into the credit and non-credit course curricula, student leadership, and business training services, the College will continue to administer the Carroll County Community Mediation Center grant in FY2026.

**Recommended Motion:** Trustee Nevius-Maurer moved that the Board accept the grants from the Maryland Mediation and Conflict Resolution Office in the amount of \$105,000 and \$30,000, and from the Maryland Judiciary, Juvenile and Family Services in the amount of \$55,000 for FY2026. Trustee Kahlert seconded.

**Motion Status:** Unanimously approved.

11. Board Policy requires the Board of Trustees to approve the acceptance of all grants.

The Academic Nursing Educator Certification (ANEC) is a statewide funding initiative authorized under the auspices of the Nurse Support Program II (NSP II) and jointly approved by the Health Services Cost Review Commission (HSCRC) and the Maryland Higher Education Commission (MHEC). This program was created to recognize faculty who demonstrate excellence as an academic nurse educator through achieving and maintaining the National League for Nursing's (NLN's) Certified Nurse Educator (CNE) credential in Maryland nursing programs.

Allowable expenses include:

- Activities for professional development.
- Conference fees, travel, and expenses for speaking engagements.
- Professional dues, CNE examination fees, licensing, and certification expenses.
- Graduate education expenses, such as loan repayment or tuition and fees.
- Salary supplement.
- Any expense that meets the reasonable person criteria for any expense to further a nurse faculty's career.

Three nursing faculty members were approved to receive an award of five thousand dollars (\$5,000) each, totaling \$15,000 in FY2025. Those faculty members are Tammy Keller, Britney Harden, and Christine Schlaerth.

**Recommended Motion:** Trustee Nevius-Maurer moved that the Board accept the grant from the Maryland Higher Education Commission, totaling \$15,000 for Fiscal Year 2025. Trustee Foster seconded.

**Motion Status:** Unanimously approved.

Trustee Nevius-Maurer reported the following Information Item:

12. Acknowledgement of the updated Standard for Acceptable Use of Information Systems and the Internet.

The Acceptable Use Standard for Information Systems and the Internet has been revised to address evolving threats and vulnerabilities in today's changing information environment. As the College manages increasingly diverse types of data, we face a growing array of legal and regulatory requirements that extend beyond any single framework.

These updated Standards incorporate new compliance mandates and enhanced IT controls while promoting awareness of the sensitive information we handle and its privacy implications. The revisions strike a careful balance between managing reasonable security risks and preserving academic freedom, establishing clear boundaries that safeguard both the College and our community.

The Information Security approach now adopts the CIS Controls (Center for Internet Security) framework as our best practice standard. This framework provides the flexibility that higher education institutions require while aligning us with universally recognized security standards. This strategic alignment positions us to better address emerging technological challenges, including those presented by Artificial Intelligence. The summary of changes were included in the Board materials.

13. The Board of Trustees Policy requires approval of all Purchase Requisitions amounting to over \$50,000.

The College continues to leverage Microsoft technologies as the foundation for its core IT services, including identity management, cybersecurity, server and workstation platforms, collaboration tools, and Microsoft 365. This initiative is part of a five-year strategic agreement, now in its third year, with annual renewals.

Funding for this renewal is already included in the approved operating budget. The purchase will be made through the State of Maryland's MEEC (Maryland Education Enterprise Consortium) contract vehicle, which will remain active for two more years.

**Recommended Motion:** Trustee Nevius-Maurer moved that the Board of Trustees authorize the College to award the purchase of Microsoft Services in an amount not to exceed \$115,000 to Bell Techlogix, using the MEEC Microsoft Services Contract UMD-8132024. Trustee Foster seconded.

**Motion Status:** Unanimously approved.

14. The Board of Trustees must approve all policy changes. Approval to Modify the Student Code of Integrity for Academic and Behavioral Standards: Anti-Hazing Policy is being requested to be put on 30-day notice for review.

The College adopted its original Hazing Policy at its Board of Trustees meeting in June 2023. In December 2024, President Biden signed the bipartisan "Stop Campus Hazing Act" into law. This law provides a standard federal definition of hazing, defines hazing as a new Clery crime and crime statistic that must be reported on the College's Annual Security Report (ASR), requires specific policy statements on hazing and hazing prevention, and requires the College to publish a Campus Hazing Transparency Report twice a year summarizing any findings concerning violations of hazing policies by recognized student groups.

The proposed policy includes the new standard federal hazing definition, language on how to report a hazing incident, possible repercussions to individuals and student organizations found in violation of this policy, and language on hazing prevention training. Changes are mandated by law.



**Acknowledge Item:** The Board of Trustees will take action to approve the modified Student Code of Integrity for Academic and Behavioral Standards: Anti-Hazing Policy at its next Board meeting.

**V.B. Personnel, Instruction, and Related Policies Committee**  
Trustee Frager reported:

1. Carroll Community College Credit Adjunct Faculty Salary Scales. The Board must approve modifications to the College's salary scales. The proposal reflects a 2% adjustment to the Credit Adjunct Faculty Scale.

**Recommended Motion:** Trustee Frager moved that the Board approve the new Credit Adjunct Faculty Scale, effective September 2, 2025. Trustee Bream seconded.

**Motion Status:** Unanimously approved.

2. Carroll Community College Non-Credit Adjunct Faculty Salary Scales. The Board must approve modifications to the College's salary scales. The proposal reflects a 2% adjustment to levels 1 through 5 of the Non-Credit Adjunct Faculty Scales.

**Recommended Motion:** Trustee Frager moved that the Board of Trustees approve the new Non-Credit Adjunct Faculty Scales, effective July 1, 2025. Trustee Bollinger seconded.

**Motion Status:** Unanimously approved.

3. The Board must approve all pay increases. The College proposes a 2.5% premium increase to base salary for 10-month faculty serving as Assistant Chairs and a 1.25% increase for 10-month faculty serving as Co-Chairs effective August 15, 2025.
  - Jennifer Dunn is stepping down as Program Director, Education, effective June 15, 2025. It is proposed that Program Director duties be distributed, effective August 15, 2025, as follows:  
Susan Sies, Chair, to assume Program Director duties. Martine Foreman to assume Assistant Chair duties to support the functions of the area, at a 2.5% premium increase to base salary.
  - Jennifer Greenwood, Mathematics and Engineering, to assume Assistant Chair duties at a 2.5% premium increase to base salary.
  - Dr. Raza Khan is stepping down as Division Chair, Sciences, effective June 15, 2025. It is proposed that Division Chair duties be distributed to two faculty members effective August 15, 2025, as follows:  
William Kelvey and Samala Lewis, Co-Chairs, each receiving 1.25% premium increase to base salary.
  - Dr. Tammy Schwaab, Nursing, to assume Assistant Chair duties at a 2.5% premium increase to base salary.

**Recommended Motion:** Trustee Frager moved that the Board of Trustees approve the division chair and co-chair premiums effective August 15, 2025. Trustee Bream seconded.

**Motion Status:** Unanimously approved.

4. The Board must approve all pay increases. The College proposes the Fiscal Year 2025-2026 salaries be increased equal to 2% of the midpoint of their applicable grade. This applies to all benefit eligible employees in accordance with policy. In addition, the College proposes that temporary hourly employees who are renewing receive a salary increase equal to 2% of the midpoint of their applicable grade in accordance with policy.

Salary data reflects approved promotions, reclassifications, and equity increases.

Details provided to the Board of Trustees only.

**Recommended Motion:** Trustee Bream moved that the proposed salary increases be approved effective July 1, 2025. Trustee Frager seconded.

**Motion Status:** Unanimously approved.

5. The College proposed one new professional appointment to include Christina Landsman, Associate Executive Director of Institutional Advancement and College Foundation, effective July 7, 2025.

**Recommended Motion:** Trustee Bream moved that the Board of Trustees approve the professional appointment of Christina Landsman, effective July 7, 2025. Trustee Bollinger seconded.

**Motion Status:** Unanimously approved.

Trustee Bollinger reported:

6. The College has one new Support Staff appointment provided to the Board for information.
7. Several new temporary appointments were provided to the Board for information.
8. Temporary appointments are effective on a fiscal year basis and provided to the Board as information. Current temporary employees must be renewed to continue employment into fiscal year 2025.
9. The College informed the Board of seven employee separations including Maria Burness, Mary Beth Connor, Timothy League, Thomas Mazerski, Madelin Sura Argueta, Nancy Wolfinger, and Amy Yanky.
10. The Board of Trustees must approve the College's Table of Organization pursuant to the Board of Trustees Policy. The Table of Organization for the College reflects all approved positions and their operational structure.

**Recommended Motion:** Trustee Bollinger moved that the proposed FY2026 Table of Organization Chart be adopted. Trustee Frager seconded.

**Motion status:** Unanimously approved.

#### **VI. Old Business/New Business**

- A. In accordance with the Board of Trustees Policy Manual, Article IV., the Chair and Vice-Chair shall be elected annually by the Board at its last public meeting for the fiscal year and may be reelected not to exceed two consecutive terms.

At the May 21, 2025, Board of Trustees meeting, the Nominating Committee proposed the following individuals for officer roles for the 2025–2026 term.

Chairperson: David P. O'Callaghan  
Vice Chairperson: Diane A. Foster

**Recommended Motion:** Trustee Frager moved that the Board of Trustees approve the election of David P. O'Callaghan as Chairperson, and Diane A. Foster as Vice-Chairperson for the 2025-2026 Board calendar year. Trustee Bream seconded.

**Motion status:** Unanimously approved.

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

Trustee O'Callaghan reviewed upcoming meeting and activity dates.

Trustee O'Callaghan asked for a motion to end the official June 18, 2025, 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 June 18, 2025, Board of Trustees' meeting; Trustee Bollinger seconded.

**Motion status:** Unanimously approved.

#### VIII. Adjournment

Trustee O'Callaghan adjourned the meeting at 7:10 p.m.