

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Work Session  
June 18, 2024*

A work session of the Board of Trustees of Hagerstown Community College was held on Tuesday, June 18, 2024, in the AC&T Student Center, beginning at 12:30 pm. In attendance:

Board Members

Austin Abraham  
Carolyn Brooks  
James S. Klauber, Secretary / President  
Paula Lampton, Vice Chair  
Thomas Newcomer  
L. William Proctor, Jr., Chair  
Gregory Snook  
John Williamson

HCC Affiliates

Vidda Beache – Dean of Distance Learning  
Kendra Perry – Coordinator, Library Services  
Rebecca Shives – Recording Secretary

**Call to Order**

Chair Proctor presided and convened the work session at 12:56 pm.

**Policies for Review**

***Policy 7050 – Library Use by Non-HCC Users***

Dean Beache and Coordinator Perry shared updates to this policy. Trustee Abraham had questions pertaining to procedure versus something the Trustees have to approve. This policy will be looked at over the summer.

***Policy 8076 – Library Development Policy***

Coordinator Perry shared a completely revised policy that is in line with other community colleges. The Trustees had questions pertaining to procedure versus something the Trustees have to approve.

***Policy (6025) 2036 – Audit Committee Policy***

Trustee Abraham discussed updates to this policy including moving the policy to a new section in the Policy Manual and updating verbiage. These updates had been made with the Audit Committee. This policy will be voted on in Open Session.

***Policy 6030 – Appointment of External Auditors***

Trustee Abraham discussed updates to this policy that had been revised by the Audit Committee. This policy will be voted on in Open Session.

**Adjournment**

There being no further business or discussion, the work session was adjourned at 1:05 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J S Klauber". The signature is written in a cursive style with a large initial "J" and "S".

James S. Klauber, PhD  
President/Secretary