

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

***Special Meeting
June 25, 2024***

A Special Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, June 25, 2024, via Zoom, beginning at 8:30 am. In attendance:

Board Members

Austin Abraham
Carolyn Brooks
James Klauber, Secretary / President
Paula Lampton, Vice Chair
Thomas Newcomer
Gregory Snook
John Williamson

HCC Affiliates

Alicia Cullop – Manager, Procurement Services
Richard Schulman – Director, Facilities Management
Rebecca Shives – Recording Secretary

Call To Order

Vice Chair Lampton presided and convened the regular meeting at 8:32 am.

Consider a Motion to Adjourn to Closed Session

Mr. Abraham moved to adjourn to closed session to discuss information before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, *if* public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal in accordance with General Provision Article § 3-305(b) (14). Mr. Williamson seconded, and the motion carried by unanimous vote.

Re-convene Open Session

Following adjournment of the closed session, Vice Chair re-convened the regular meeting at 8:46 am. In closed session, the Trustees discussed two (2) matters involving the information before a contract is awarded or bids are opened. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Paula Lampton, Thomas Newcomer, Gregory Snook, and John Williamson. President James Klauber, Manager Cullop, and Director Schulman were also present.

Custodial Contract (ACTION)

Mr. Snook moved to approve the recommendation to award the contract for custodial services to Integrity National Corporation. Ms. Brooks seconded the motion, and the motion carried by unanimous vote.

Facility Master Plan (ACTION)

Mr. Abraham moved to approve the recommendation to award the contract for outside facility master plan to Noelker and Hull Associates. Mr. Williamson seconded the motion, and the motion carried by unanimous vote.

Resolution for Director Justina Shaw

After the last board meeting, the Trustees asked President Klauber to look into a resolution for Director Shaw for everything she accomplished with the Incubator during her time here. President Klauber presented a resolution to the Trustees for their approval. Mr. Abraham moved to accept the resolution as written. Mr. Newcomer seconded the motion, and the motion carried by unanimous vote.

Adjournment

There being no further business or discussion, the special topic meeting was adjourned at 8:58 am. The next regularly scheduled meeting will be held on September 17, 2024.

Respectfully submitted,



James S. Klauber, Sr.
President/Secretary