The Board of Trustees of Howard Community College (HCC) met in a regular meeting on Tuesday, December 11, 2018, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Kevin J. Doyle brought the regular meeting to order at 5:11 p.m. Other board members present included Vice Chair Felícita Solá-Carter and trustees Steven A. Joss, Christopher G. Marasco, Mamie J. Perkins, and Kevin F. Schmidt. Kathleen B. Hetherington, secretary/treasurer, was also present. Trustee Courtney Watson was absent.

A. Approval of December 11, 2018, Agenda

A recommendation to approve the December 11, 2018, agenda, was moved by Vice Chair Solá-Carter, seconded by Trustee Marasco, and unanimously approved.

B. Approval of Board Meeting Minutes

A recommendation to approve the November 27, 2018, work session and regular meeting minutes was moved by Trustee Joss, seconded by Trustee Perkins, and unanimously approved.

C. Discussion Item: Steinway Pianos

Lynn Coleman, vice president of administration and finance, provided background on the request to purchase a Steinway D Concert Grand Piano from Steinway Piano Gallery as a sole source vender. She noted that Steinway is the gold standard of pianos, and this piano will be purchased from funds provided through donations and from a trade in. Ms. Coleman invited Valerie Lash, dean of the arts and humanities, to address specific questions from the board. Ms. Lash explained advantages of a Steinway piano including that it is handcrafted and of the highest quality. She further noted that Steinway schools attract students who want to study with a Steinway, and also attract faculty who want to teach on a Steinway. The operation and maintenance of the Steinway piano will be handled through an authorized Steinway service provider. Ms. Coleman confirmed that the college is self-insured through the county and has insurance coverage for assets like a Steinway piano.
A motion to approve designating Steinway Piano Gallery, Washington, D.C. as a sole source and to purchase a Steinway D Concert Grand Piano at an approximate cost of $113,000 was moved by Trustee Marasco, seconded by Trustee Perkins, and unanimously approved.

Closed Session

Chair Doyle read the following resolution to go into closed session.

Whereas, the board of trustees of Howard Community College is authorized to conduct certain portions of its meetings in closed session under the Maryland Open Meetings Act, Title 3 of the General Provisions Article § 3-305 (b).

Now, therefore be it resolved, that the board of trustees of Howard Community College hereby conduct its meeting in closed session beginning on December 11, 2018, at the conclusion of the regular meeting in The Rouse Company Foundation Student Services Hall, room 401 to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction and that such meeting shall continue in closed session until the completion of business.

Adjournment

A recommendation to adjourn the regular meeting and go into closed session was moved by Trustee Marasco, seconded by Trustee Perkins, and unanimously approved.

The regular meeting was adjourned at 5:21 p.m.

The above constitutes the official minutes of the December 11, 2018, regular meeting of the Howard Community College Board of Trustees as approved on January 23, 2019, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer
The Board of Trustees of Howard Community College (HCC) met in closed session on Tuesday, December 11, 2018, in The Rouse Company Foundation Student Services Hall (room 401) at Howard Community College, Columbia, Maryland. Chair Kevin J. Doyle read the resolution below to enter into closed session at approximately 5:21 p.m.; the closed session commenced at approximately 5:22 p.m. Other board members present included Vice Chair Felícita Solá-Carter and trustees Steven A. Joss, Christopher G. Marasco, Mamie J. Perkins, and Kevin F. Schmidt. Kathleen B. Hetherington, secretary/treasurer, was also present. Trustee Courtney Watson was absent.

Whereas, the board of trustees of Howard Community College is authorized under the Maryland Open Meetings Act, Title 3 of the General Provisions Article § 3-305 (b) to conduct certain portions of its meetings in closed session.

Now, therefore be it resolved, that the board of trustees of Howard Community College hereby conduct its meeting in closed session beginning on December 11, 2018, at the conclusion of the regular meeting in The Rouse Company Foundation Student Services Hall, room 401 to conduct the president’s mid-year evaluation and that such meeting shall continue in closed session until the completion of business.

During the meeting, the board of trustees conducted the president’s mid-year evaluation.

The closed session was adjourned at 6:28 p.m.

The above constitutes the official minutes of the December 11, 2018, closed session of the Howard Community College Board of Trustees as approved on January 23, 2019, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer