

**GARRETT COLLEGE BOARD OF TRUSTEES**  
**SPECIAL MEETING MINUTES**  
**December 16, 2014**  
**McHenry, Maryland 21541**

**A. COMMUNICATION ITEMS**

1. **Call to Order!** Ms. Vianne Bell, Chair called the meeting to order at 5:32 p.m. Board Members in attendance included: Mr. Don Morin-Vice-chair, Ms. Madeleine Collins, Ms. Ruth Seib, Ms. Linda Sherbin, and Mr. Duane Yoder. Mr. Albert Coviello was unable to attend the meeting this evening. College Administrative Members present included: Dr. Richard MacLennan-President, Ms. Josephine Gilman-Dean of Administration and Finance, and Ms. Jami Reynolds-Director of Information Technology/ CIO/CTO.
2. **Approval of the Agenda:** Chair Bell added item C.1. Commissioners Capital Budget Plan to the agenda. On a motion by Trustee Sherbin, seconded by Trustee Collins, the Board unanimously approved the agenda with the above noted addition (Vote=6-0-0).

**B. ACTION ITEMS:**

1. **Enterprise Information System (EIS):** Board Members asked clarifying questions related to the purchase of a new EIS and materials that were previously distributed including: prioritization list, budget plan to pay for new system, associated human resource costs, current and future auxiliary budget and lower enrollment concerns. Also, the Board discussed concerns related to the change in leadership at the State and County level and what this may mean in terms of funding impacts for the College. Discussion ensued regarding the “pros and cons” of purchasing or leasing a new system.

After much discussion, Trustee Seib motioned to approve purchasing the new EIS (Jenzabar EX product) from the Jenzabar Company as outlined in the previously distributed budget documents. Trustee Yoder seconded the motion. The motion passed (Vote=3-2-1).

**C. INFORMATION ITEMS**

1. **Commissioners Capital Budget Plan:** The new Garrett County Commissioners have requested a meeting with the College President, Dean of Administration and Finance, the Board Chair and equivalent staff from the Board of Education on Monday, December 22, 2014 to discuss the county capital budget plan. An update will be provided to the Board following the meeting.

- D. EXECUTIVE SESSION:** The Garrett College Board of Trustees did not convene an executive session.
- E. ADJOURNMENT:** On a motion by Vice-chair Morin, seconded by Trustee Collins, the Board unanimously adjourned the meeting at 7:18 p.m.

Respectfully submitted by:

---

Richard L. MacLennan  
President, Garrett College  
Secretary/Treasurer, GC Board of Trustees

---

Vianne Bell  
Chair  
Garrett College Board of Trustees