

**GARRETT COLLEGE**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**July 1, 2016**  
**McHenry, Maryland 21541**

**A. COMMUNICATION ITEMS**

1. **Call to Order!** Chair Bell called the meeting to order at 6:06 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. College Administrative Staff Members present included: Mr. Albert A. Coviello, Acting President.
2. **Approval of the Agenda:** On a motion by Trustee Sherbin, seconded by Vice-Chair Morin, the agenda was approved as distributed (Vote=6-0-0).

**B. ACTION ITEMS**

1. **Presidential Profile (for Presidential Search):** The Association of Community College Trustees provided a draft of the Presidential Profile to the Board via email earlier this week. The draft profile was pulled together from input acquired during the public forums and online feedback forms.

Discussion ensued regarding wording changes in all sections of the document as well as an addition to the requirement section of the profile.

An updated draft will be emailed to the Board later this evening for final review and input before posting to the College website and the ACCT website.

**C. INFORMATION ITEMS:** None at this time.

**D. EXECUTIVE SESSION:** On a motion by Trustee Seib, seconded by Vice-Chair Morin, the Board unanimously recessed the Open Session Meeting at 6:54 p.m. for the purpose of convening an executive session to discuss the following matters and related exceptions covered under the Maryland Open Meetings Act (Vote=6-0-0).

<b>TOPICS TO BE DISCUSSED</b>	<b>REASON FOR CLOSING</b> <i>(see Statutory Authority to close session on next page)</i>
Board Development	1

**E. ADJOURNMENT:** The Board did not reconvene an Open Session Meeting and adjourned the Executive Session Meeting at 7:03 p.m. via acclamation.

Respectfully submitted by:

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Ms. Vianne Bell  
Chair  
Garrett College Board of Trustees