

**GARRETT COLLEGE**  
**SPECIAL BOARD OF TRUSTEES MEETING MINUTES**  
**December 18, 2009**  
**McHenry, Maryland**

**I. ROLL CALL**

The meeting was called to order at 10:13 a.m. by Ms. Linda Sherbin, Chair. Other Board Members present included: Ms. Vianne Bell, Mr. Jason Rush, Ms. Ruth Seib, and Mr. Duane Yoder. College Staff Members present included: Dr. Jeanne Neff, President and Ms. Josephine Gilman, Dean of Administration.

**II. APPROVAL OF THE AGENDA**

On a motion by Trustee Bell, seconded by Trustee Seib, the agenda was approved as distributed.

**III. APPROVAL OF THE MINUTES OF NOVEMBER 17, 2009**

Dr. Neff noted one correction on page 4 under Item H - the month of December should be changed to November. On a motion by Trustee Yoder, seconded by Trustee Bell, the November 17, 2009 regular Board Meeting Minutes were approved with the above noted correction.

**IV. MOTION TO RECESS THE OPEN SESSION MEETING FOR THE PURPOSE OF GOING INTO A CLOSED SESSION MEETING OF THE BOARD**

The Board had a few items to discuss in closed session. The titles of these items as well as the related exceptions under the Open Meetings Law are noted below. On a motion by Trustee Bell, seconded by Trustee Rush the Board adjourned the Open Session Meeting at 10:14 a.m.

<b>TOPICS TO BE DISCUSSED</b>	<b>REASON FOR CLOSING</b>
FY09 Financial Report Presentation	2
Panorama Purchase	3

**V. SCHEDULE OF NEXT MEETING**

The next regularly scheduled meeting of the Garrett College Board of Trustees is scheduled for Tuesday, January 19, 2010 at Garrett College.

Respectfully submitted by:

---

Jeanne H. Neff  
President, Garrett College  
Secretary/Treasurer, Board of Trustees

---

Linda S. Sherbin  
Chair  
Garrett College Board of Trustees