

Allegany College of Maryland
BOARD OF TRUSTEES
MEETING MINUTES
March 16, 2026

Thomas Welcome Center
Iris Eustace Halmos Community Room

The Allegany College of Maryland Board of Trustees met on Monday, March 16, 2026, at 4:05 p.m. in the Thomas Welcome Center, Iris Eustace Halmos Community Room. Board members in attendance included: Ms. Jane Belt, Mr. Kim Leonard, Mr. Eugene Frazier, Mr. James Pyles, Ms. Linda Buckel, Ms. Michele Martz, and Mr. David Jones (President and Secretary/Treasurer).

Others in attendance included:

Christina Kilduff	Beth Little	Dione Clark-Trub
Melinda Duckworth	John Bone	Jami Reynolds
Andrea Beall	Shannon Redman	Dr. Renee Conner
Nick Taylor	Tommie Reams	Carla Emerick
Justin Warnick	James O'Donnell	Elaine Bridges
Lori Spence		

PUBLIC SESSION

Adopt the February 23, 2026, Minutes

Ms. Belt called the meeting to order at 4:05 p.m. in the Halmos Community Room. On a motion from Mr. Leonard, seconded by Ms. Martz, the minutes were approved with one editorial change.

Chair's Update

Ms. Belt welcomed those in attendance, invited introductions, and reviewed the calendar of upcoming events through the end of the semester.

President's Update

Mr. Jones provided a two-page College update, that included the following topics:

- Recognition of Courtney McKay, named a Top 100 Women honoree by *The Daily Record*.
- Athletics update
- College budget update
- Legislative updates for Maryland and Pennsylvania
- Pennsylvania State budget update
- Bedford fundraiser
- Inspiring Excellence/Empowering Tomorrow comprehensive campaign
- Benchmarking for foundation and resource development

Board Reflections

Mr. Leonard expressed his appreciation to everyone for their efforts in representing ACM and the Board positively during his tenure as chair.

Board Education – ACM Athletics

Mr. Reams discussed the increase in student-athletes, noting that participation has nearly doubled since he began in his role in 2019. He also shared his goal of increasing the percentage of student-athletes who reside in campus housing.

Additional priorities include website compliance; public relations and branding; hiring an additional athletic trainer; improving academic advising for student-athletes; supporting the purchase of a new bus; enhanced student access through Navigate; implementing the Perry Weather warning system; and conducting a job description matrix analysis and SWOT analysis to define future goals.

Mr. Reams noted that he will attend the NJCAA National Convention in Kansas City and the Region 20 Spring Athletic Director meeting in Ocean City. He also shared that he represents ACM on two NJCAA national committees and serves as the Region 20 Assistant Men's Director and Chair of the Baseball Committee.

Background Check Policy

Ms. Duckworth presented the Background Check Policy, which has been reviewed by the College's affinity groups. The updated policy provides a comprehensive overview that aligns with the current practices, as well as with the Board-approved Youth Protection Policy and the Driver Safety Policy. On a motion by Mr. Pyles, seconded by Ms. Martz, the Trustees approved the Background Check Policy.

Memorandum of Understanding--Allegany College of Maryland, Bedford County Regional Education Foundation, and Southern Tier Education Council

Ms. Kilduff reviewed the MOU process, which outlines how funds from the Commonwealth of Pennsylvania flow through the three entities. The Southern Tier Education Council anticipates receiving a 2025-26 State of Pennsylvania Regional Community Grant Agreement. The MOU clarifies the rights and responsibilities of each entity regarding facility renewal and projects at the Bedford County Campus. On a motion by Mr. Frazier, seconded by Mr. Pyles, the Trustees approved the Memorandum.

ACM Transportation/Bus Purchase

Ms. Kilduff provided an overview of the purchase of a bus to support institutional needs. An RFP was developed, and four bids were received. The bid from Model 1 Commercial Vehicles, Inc. was recommended as the lowest responsive bid meeting the specification requirements. On a motion by Ms. Martz, and seconded by Mr. Frazier, the Trustees approved the recommendation.

College Center Chiller Replacement

Ms. Kilduff provided an overview of the needs related to the removal and replacement of the College Center chiller. An RFP was issued, and four bids were received. The recommendation was to accept the low bid from Walter Yoder & Sons to install a new chiller in the College Center. The recommendation also included transferring funds for this purchase. On a motion from Mr. Pyles, seconded by Mr. Frazier, the Trustees approved the recommendation.

Website Content Management System Recommendation

Ms. Beall shared that the College website serves as the primary platform for communication and engagement with prospective students, employees, and the broader community. She outlined the need for a new system and provided justification for the vendor selection. It was recommended that Hannon Hill's Cascade CMS be selected for the College's website redesign and content management system implementation. On a motion from Ms. Martz, seconded by Mr. Frazier, the Trustees approved the recommendation to contract with Hannon Hill's Cascade CMS.

EXECUTIVE SESSION

On a motion by Mr. Frazier, seconded by Mr. Pyles, the Board of Trustees convened to Executive Session at 4:52 p.m. The Board of Trustees will convene in Executive Session to discuss personnel items [Article § 3-305(b) (1)] covered under the Maryland Open Meetings Act and to comply with a statutory requirement [Article 3-305 (b) (13)] that prevents public disclosure covered under the Maryland Open Meetings Act. If necessary, action may be taken in the Public Session as a result of items discussed in the Executive Session.

Tracking and Managing Executive Orders and Federal Directives

Dr. Conner updated the Board on how the College tracks and manages executive orders and other federal directives. She provided an overview of ongoing initiatives, highlighted current hot topics, summarized significant ACM actions since the previous Board meeting, and outlined expectations moving forward. Dr. Conner noted that the leadership team continues to monitor the evolving legal landscape and collaborates closely with legal counsel and regulatory agencies to ensure compliance while fulfilling ACM's mission of educating and serving students. The Board expressed continued support for this approach and reaffirmed its commitment to compliance with federal directives.

With no further business to discuss, on a motion by Mr. Pyles, seconded by Ms. Martz, the meeting adjourned at 5:13 p.m.

Respectfully submitted,

Jane A. Belt
Chair, Board of Trustees

David R Jones
Secretary/Treasurer