

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Work Session  
January 17, 2023*

A work session of the Board of Trustees of Hagerstown Community College was held on Tuesday, January 17, 2023, in the Career Programs Building Room 211 and 213, beginning at 12:00 pm. In attendance:

Board Members

Austin Abraham  
Carolyn Brooks  
James S. Klauber, Secretary / President  
Paula Lampton, Vice Chair  
Thomas Newcomer  
L. William Proctor, Jr., Chair  
Gregory Snook  
John Williamson

HCC Affiliates

Jennifer Childs – Director of Human Resources  
Rebecca Shives – Recording Secretary

Call to Order

Chair Proctor presided and convened the work session at 12:00 pm.

Policies for Review

*Policy 2010 – Board of Trustees Bylaws*

Mr. Abraham discussed proposed changes to the bylaws. The Board had no objection.

*Human Resource Procedures*

Executive Director Childs distributed and discussed the new Human Resource Procedures manual for the Board's review.

Adjournment

There being no further business or discussion, the work session was adjourned at 1:02 pm.

Respectfully submitted,

  
James S. Klauber, PhD  
President/Secretary