



BOARD OF TRUSTEES
Reorganization Meeting
MINUTES – November 7, 2018

Chair Phil Linfante called to order the meeting of the Warren County Community College Board of Trustees at 6:30 PM. The meeting was held in Room 201 of Warren County Community College, 445 Route 57 West, Washington.

Dr. Linfante noted that the requirements of the Open Public Meeting Law, P.L. 1975, Chapter 231, were satisfied as the date of the meeting having been published stating the place and manner as required by law.

Flag Salute was conducted.

Roll Call:

Trustees present were: Nancy Brown, Craig Dana, Dr. Frank Gilly, Chuck Haytaian, Dorothy Helmken, Dr. Phil Linfante, Maria Maier, and Peter Schmidt. Others present included: Dr. William Austin, President, Nashina Rose, College Attorney and Jean Vasko, recording secretary.

Election of Officers:

Mr. Schmidt, seconded by Mr. Dana, nominated Dr. Linfante for the office of Chair. The motion carried unanimously, with Dr. Linfante abstaining.

Mr. Schmidt, seconded by Mrs. Brown, nominated Dr. Gilly for the office of Vice Chair. The motion carried unanimously, with Dr. Gilly abstaining.

Mrs. Brown, seconded by Mr. Haytaian, nominated Mrs. Singh for the office of Secretary. The motion carried unanimously.

Dr. Gilly, seconded by Mrs. Maier, nominated Mr. Schmidt for the office of Treasurer. The motion carried unanimously, with Mr. Schmidt abstaining.

The Warren County Community College Board of Trustees Officers for 2018-2019 are as follows:

Chair:	Phil Linfante
Vice Chair:	Frank Gilly
Secretary:	Betti Singh
Treasurer:	Peter Schmidt

Other Actions:

Mrs. Brown, seconded by Mr. Schmidt, made a **motion to designate The Star Ledger** as the local newspaper for the placement of official notices of the College. **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, no; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Dr. Gilly, seconded by Mr. Haytaian, made a **motion to designate the State Cash Management Fund** as the investment manager for excess college funds. **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Mr. Haytaian, seconded by Mrs. Maier, made a **motion to designate PNC Bank as the bank depository for the College.** **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Mrs. Brown, seconded by Mrs. Maier, made a **motion appoint Maser Consulting and Becht as engineers of record through November 2019.** **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Dr. Gilly, seconded by Mrs. Brown, made a **motion appoint HQW Architects, LLC as architectural firm of record for on-call small architectural projects through November 2019.** **Role call:** Mrs. Brown, yes; Mr. Dana, abstain; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Mr. Dana, seconded by Mr. Haytaian, made a **motion to appoint Florio, Perrucci, Steinhardt, and Cappelli LLC as attorney of record for general counsel through November 2019.** **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Mr. Haytaian seconded by Mr. Dana, made a **motion to appoint Lavery, Selvaggi, Abromitis & Cohen as Foundation attorney of record and conflict council through November 2019.** **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Mrs. Brown, seconded by Mrs. Maier, made a **motion to appoint Cleary, Giacobbe, Alfierie, Jacobs LLC as special counsel for NJEA related activities through November 2019.** **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Mrs. Maier, seconded by Mr. Haytaian, **made a motion to approve a schedule of regular meetings** starting at 6:30 pm in Room 201 on the Washington Campus (unless otherwise noted) for the period of December 2018 through November 2019. The schedule is as follows:

2018

Wednesday, December 19

2019

Wednesday, February 13 (Tentative—To be Concurrent with Board of School Estimate at Wayne Dumont Building)

Saturday, March 23 Retreat (9:30am-2pm)

Wednesday, April 17 at Warren County Technical School Knight's Café

Saturday, May 18 (at 9:30 am, prior to Graduation)

Wednesday, June 26 Phillipsburg Education Center

Wednesday, September 18

October -TBD

Wednesday, November 6– Annual Reorganization followed by a Regular Meeting

Additional meetings may be advertised & held as needed for business or Retreat purposes.

Role call: Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Mr. Haytaian, seconded by Mrs. Maier, made **a motion to readopt all existing institutional policies** for one year effective November 7, 2018. **Role call:** Mrs. Brown, yes; Mr. Dana, yes; Dr. Gilly, yes; Mr. Haytaian, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Dr. Linfante, yes. The motion carried.

Committee and Other Assignments

Dr. Linfante made the following Committee/other assignments effective for the December 2018 meeting.

Finance & Audit Committee:	Frank Gilly, Yvonne Reitemeyer, Peter Schmidt
Policy Committee:	Nancy Brown, Chuck Haytaian, Dorothy Helmken, Betti Singh
Operations Committee:	Craig Dana, Maria Maier
Board of School Estimate:	Frank Gilly & Phil Linfante
NJCCC Trustee Alternate:	Betti Singh

Comments from the Public:

None

Dr. Gilly, seconded by Mr. Schmidt, made a **motion to adjourn** at 6:40. The motion carried unanimously.

Respectfully Submitted,

Dr. Phil Linfante
Chair, Board of Trustees