Exhibit M -1

BOARD OF TRUSTEES
Commissioner's Meeting Room
Wayne Dumont Jr Building
MINUTES – February 11, 2026

Board Chair Nancy Brown called to order the meeting of the Warren County Community College Board of Trustees at 4:30 pm. The meeting was held in the Wayne Dumont Jr building at 165 County Route 519 Belvidere, NJ 07823, and was advertised on the College's website.

Mrs. Brown noted that the requirements of the Open Public Meeting Law, PL. 1975, Chapter 231, were satisfied as the date of the meeting had been published stating the place and manner as required by law.

The **Flag Salute** was conducted.

Roll Call:

Trustees present were Mr. Joyce, Dr. Lamonte, Ms. Maciag, Mrs. Reitemeyer, Mr. Schmidt, Mrs. Steinhardt, Mr. Warren, and Mrs. Brown.

Others present included Dr. William Austin, President, Ms. Pratt, VP Finance/CFO, Mr. Tony Perone, Mrs. Marianne Van Deursen, Mr. Youngblood, Scott Parker, Mr. Liam McManus, College Attorney Sarah Van Horn, and Recording Secretary.

Communications:

Dr. Austin reported that the College received a letter from Mr. Jim Hardman of the Medical Assisting Education Review Board recognizing Dr. Marianne Van Deursen for her 28 years of service directing the Medical Assisting Program. Dr. Austin noted that Dr. Van Deursen is currently the third-longest-serving program director internationally.

The Board members congratulated Dr. Van Deursen on this achievement.

Approval of Budget

Mr. Schmidt, seconded by Ms. Reitemeyer, made a **motion to Approve the FY26 Revised/FY27 Preliminary Budget. Roll call**: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes. The motion carried.

Approval of Audit

Ms. Maciag, seconded by Mrs. Reitemeyer, made a **motion to Approve the FY25 Audit. Roll call**: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes. The motion carried.

Approval of Minutes

Mr. Joyce, seconded by Mrs. Steinhardt, made a **motion to Approve the minutes of the December 17, 2025, Regular Session Minutes. Roll call**: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes. The motion carried.

Mrs. Steinhardt, seconded by Mr. Schmidt, made a **motion to Approve the December 17, 2025, Executive Session Meeting. Roll call**: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes. The motion carried.

Policy and Planning Committee (First Reading Policy)

Board Chair Mrs. Brown reviewed the following revisions with the Board: 202.4 Reappointment Notice (Exhibit CP-1), 202.5 New Employee Salary Placement (Exhibit CP-2), 202.6 Staff Evaluation and Salary Information (Exhibit CP-3), 508 Policy on Electronic Transfer of Funds (Exhibit CP-4), 505.3 Title IV Cash Management Policy (Exhibit CP-5), and Policy 310 Student Clubs and Organizations (Exhibit CP-6). Mrs. Brown reported that there were no questions or concerns regarding these policies.

Consent Agenda

Chair Brown reviewed the Consent Agenda, asking Board members if they would like to have any item reviewed separately.

Motion to approve items A – J as presented:

A.	December 2024 Financial Statement	Exhibit CFA-1
B.	President's Personnel Recommendations	Exhibit CO-1
C.	Resolution Authorizing the Award of a Non-Fair and Open Contract to PK General Contracting (FY26)	Exhibit CO-2
D.	Resolution Authorizing the Award of a Non-Fair and Open Contract to Wires Electric	Exhibit CO-3
E.	Resolution Authorizing the Award of a Fair and Open Contract To CBIZ for Insurance Broker Services	Exhibit CO-4
F.	201.4 Employee Grievance Policy and Procedure	Exhibit CP-7
G.	201.13 Personnel Files	Exhibit CP-8
H.	201.14 Reference Request/Salary Confirmation	Exhibit CP-9
I.	504 Management of Federal Grants	Exhibit CP-10
J.	201.11.1 Outside Employment Policy	Exhibit CP-11

Ms. Maciag, seconded by Mrs. Reitemeyer, made a **motion to Approve Consent Agenda Items A-J as presented. Roll call**: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes. The motion carried.

College Report- *Sarah Van Horn*

Ms. Van Horn informed the Board about the required Ethics Documents, which include *Chapter 1: Organizational Policy, Anti-Harassment Policy, and the New Jersey Conscientious Employee Protection Act (Employer Policy).* Ms. Van Horn requested that all Board members review the material and sign to acknowledge receipt of the packet.

Internal Auditors Report- *Ms. Pratt*

Ms. Pratt presented the Internal Auditor's Report and stated that there were no findings in the audit. The management letter outlined upcoming changes to the presentation of the audit in accordance with Governmental Accounting Standards Board (GASB) reporting requirements, which are being submitted to the state and federal governments. It was further noted that the State will initiate the annual financial review of colleges later this month.

Trustee Steinhardt expressed appreciation to Ms. Pratt for her work in preparing and coordinating financial materials for the audit. The Board acknowledged and thanked Ms. Pratt for her continued efforts and service to the College.

Middle States Update- *Ms. Pratt*

Ms. Pratt reported that the College continues its Middle States review cycle. Committee groups submitted reports in December, and meetings will resume during the upcoming in-service session. Ms. Pratt noted that the in-service will include presentations regarding new Americans with Disabilities Act (ADA) compliance requirements related to digital accessibility.

In response to an inquiry from Trustee Steinhardt, Ms. Pratt explained that the updated ADA requirements apply to the College's digital presence, including the website, Canvas, and publicly available student materials, all of which must meet established accessibility standards.

Dr. Austin provided additional clarification regarding the impact of the new digital accessibility requirements on presentation formats and materials.

Motion to Enter Executive Session #1

At 4:40 PM, Mr. Schmidt, seconded by Mrs. Steinhardt, made a **motion to enter the Executive Session.** The motion carried.

At 4:50 PM Ms. Maciag, seconded by Mrs. Reitemeyer, made a **motion to exit Executive Session. The motion carried unanimously.**

At 4:51 PM, the board meeting was paused to attend the Board of School Estimate Meeting, the meeting was resumed at 5:36 PM.

<u>President's Report-</u> *Dr. Austin*

<u>BOSE Recap / Financial</u>

Dr. Austin provided a recap of the Board of School Estimate (BOSE) presentation. He reported that he and Mrs. Brown previously delivered the same presentation to the County Commissioners at the January Budget Meeting, where it was well received. Dr. Austin noted that County officials are facing fiscal challenges similar to those experienced by the College and demonstrated an understanding of the financial realities presented.

Dr. Austin discussed the broader fiscal environment impacting community colleges, including limited increases in State funding over an extended period and the effects of inflation and rising operating costs. Dr. Austin noted that the state support for community colleges has remained relatively flat over time when compared to other sectors of public education.

Dr. Austin also discussed the ongoing financial pressures facing the College and the need to continue addressing these challenges through responsible planning and budget management. Dr. Austin shared that for the first time in his 22-year tenure, that due to the myriad of fiscal realities hitting the college at once (Federal Title III Grant Cancellation, Inflation, Healthcare, Pension, and other costs outside institutional control) that fiscally driven structural changes would be necessitated and that would likely much to his disappointment, lead to a situation of staff reductions in force, more commonly known as layoffs. Dr. Austin indicated that the College would continue to monitor state-level development and fiscal conditions in the coming months, hoping to avoid this fiscal reality outcome.

<u>Motion to Enter Executive Session #2</u>

At 5:41 PM, Mr. Joyce, seconded by Mrs. Steinhardt, made a **motion to enter the Executive Session.** The motion carried.

Ms. Pratt was excused at 6:15 PM

Mrs. Reitemeyer was excused at 6:16 PM

At 6:29 PM Mrs. Steinhardt, seconded by Mr. Joyce, made a **motion to exit Executive Session. The motion carried unanimously.**

<u>Other Business, Announcements Resolutions and Ad-Hoc Actions</u>

Dr. Austin advised that a Special Board meeting would need to be scheduled in March. After discussion, the Board agreed that March 25, 2026, would be an appropriate date for the meeting.

Dr. Austin reviewed four proposed business resolutions for consideration, including Exhibit OBA-1 Resolution authorizing the bid waiver for professional consulting services from Ed Celiano for FY 2026, Exhibit OBA-2 resolution authorizing the award of a bid waiver for professional service from Brandon Youngblood for Counter UAS services for FY 2026, Exhibit OBA-3 resolution authorizing the award of a bid waiver for Professional services from Air Risk Solutions, LLC for Counter-UAS services for FY 2026, and Amendment C President's Employment Agreement.

Dr. Austin explained that these professional services support the College's Counter-UAS and drone initiatives and are expected to provide strategic and programmatic benefits to the institution.

Ms. Pratt reviewed Exhibit OBA-4 resolution approving the award of a fair and open contract to CDWG for CrowdStrike services for FY 2026. Ms. Pratt reported that the College obtained a revised quote resulting in a cost savings of approximately $12,000.00 compared to a previously identified vendor proposal.

Ms. Maciag, seconded by Mr. Joyce, made a **motion to accept the Resolution Authorizing the award of a bid waiver for Professional Consulting Service from Ed Celiano for FY26 (Exhibit OBA-1)**

Roll call: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes. The motion carried.

Mrs. Reitemeyer, seconded by Mr. Schmidt, made a **motion to accept the Resolution Authorizing the award of a bid waiver for Professional Service from Brandon Youngblood for Counter-UAS Services for FY 2026 (Exhibit OB-2)**

Roll call: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes

Mr. Joyce, seconded by Mr. Schmidt, made a **motion to accept Resolution Authorizing the award of a bid waiver for Professional Service from Aerisq Solutions, LLC for Counter-UAS Service for FY 2026 (Exhibit OBA-3)**

Roll call: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes

Ms. Maciag, seconded by Mr. Joyce, made a **motion to approve President's Employment Agreement Amendment C.**

Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, absent; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes

Ms. Maciag, seconded by Mrs. Steinhardt, made a **motion to Approve the award of a fair and open contract to CDWG for CrowdStrike FY 2026 (Exhibit OBA-4)**

Roll call: Mr. Joyce, yes; Dr. Lamonte, yes; Ms. Maciag, yes; Mrs. Reitemeyer, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mr. Warren, yes; Mrs. Brown, yes

Comments from the Public

No comments from the public

Mr. Schmidt, seconded by Mrs. Steinhardt, made a motion to adjourn at 6:45 PM

Respectfully Submitted,

Nancy M. Brown, Chair

Marybeth Maciag, Board Secretary
Warren County Community College Trustees