Exhibit M -1 REVISED

# BOARD OF TRUSTEES
## Regular Meeting
## *MINUTES – February 8, 2023*

Board Chair Yvonne Reitemeyer called to order the meeting of the Warren County Community College Board of Trustees at 4:30 PM. The meeting was held in the Rutgers Cooperative Meeting Room, Wayne Dumont, Jr. Administrative Bldg., 165 CR 519, Belvidere, NJ. and was advertised on the College's website.

Mrs. Reitemeyer 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 Nancy Brown, Dr. Frank Gilly, Chuck Haytaian, Dr. Rosalie Lamonte, Maria Maier, Peter Schmidt, and Yvonne Reitemeyer.

Others present included Dr. William Austin, President, Liam McManus, College Attorney and Jean Vasko, Recording Secretary.

**Finance Committee**

Mrs. Brown provided an overview of the discussions at the Finance Committee meeting regarding the FY23 Revised/FY24 Proposed Budget. Mrs. Brown indicated that the Committee had reviewed the FY23Revised/FY24 Proposed Budget .

The Board recognized Dr. Austin and Barbara Pratt for the outstanding work they have done for the College regarding the FY23 Revised/FY24 Proposed Budget.

Mr. Schmidt, seconded by Mr. Haytaian made a motion **to Approve the FY23 Revised/FY24 Proposed Budget. Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Mr. Haytaian; yes; Dr. Lamonte, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Mrs. Reitemeyer, yes. The motion carried.

Ms. Pratt let the Board know that the FY22 audit is being finalized due to a delay from the State with the release of GASB 75 allocations.

**Communications**

N/A

**Approval of Minutes**

Mrs. Brown, seconded by Mrs. Maier, made a **motion to approve the minutes of Dec. 22, 2022 Regular Session Meeting. Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Mr. Haytaian; abstain; Dr. Lamonte, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mrs. Maier, seconded by Dr. Gilly, made a **motion to approve the minutes of December 22, 2023 Executive Session Meeting. Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Mr. Haytaian; abstain; Dr. Lamonte, yes; Mrs. Maier, yes; Mr. Schmidt, yes; Mrs. Reitemeyer, yes. The motion carried.

**Policy and Planning Committee**

Mrs. Reitemeyer indicated that the following policies are being brought forward for consideration under the first reading:

Reaffirm

- 105 College Naming Rights — Exhibit CP-1
- 201.5 College Travel/meals/Lodging — Exhibit CP-2
- 403.5 Credit by Examination — Exhibit CP-3
- 502.1 Board of Trustees Responsibilities — Exhibit CP-4

Revision

- 503-503.7 Procurement — Exhibit CP-5

It was agreed that these policies would be brought to the Board for second reading in April 2023.

Trustee Maciag joined the meeting at 4:35pm

**Consent Agenda**

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

**Motion to approve items A - L as presented:**

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|---|---|---|
| A. | November 2022 Financial Statement | Exhibit CFA-1 |
| B. | December 2022 Financial Statement | Exhibit CFA-2 |
| C. | FY23 Proposed Tuition and Fee Changes (Revised) | Exhibit CFA-3 |
| D. | President's Personnel Recommendations (Revised) | Exhibit CO-1 |
| E. | Resolution Authorizing the Warren County Community College Board of Trustees to Approve a Bid Wavier for SHI International for Sentinelone Software (FY23) | Exhibit CO-2 |
| F. | Resolution Authorizing the Second Year Renewal of a Fair and Open Contract to Pat's Lawn Care, Inc. for Professional Lawncare Services(FY23) | Exhibit CO-3 |
| G. | Resolution Authorizing the Award of a Non-Fair and Open Contract for Electrical Repairs and Installations to Gilmore Electric, Inc. (FY24) | Exhibit CO-4 |
| H. | SBGC Lease Renewal- Bev-Graph | Exhibit CO-5 |
| I. | 201.3 College Appointments | Exhibit CP-6 |
| J. | 302.6 Financial Aid | Exhibit CP-7 |
| K. | 401.3 Certificate Programs | Exhibit CP-8 |
| L. | 402.3 Other Degree Requirements | Exhibit CP-9 |

**Dr. Gilly, seconded by Mr. Schmidt, made a motion to approve items A-L as presented. Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Mr. Haytaian; yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Maciag, yes; Mr. Schmidt, yes; Mrs. Reitemeyer, yes. The motion carried.

## President's Report

Dr. Austin updated the Board in regard to Trustee Singh and Mr. Elbassiouny in regard to the car accident that they were involved in this morning on their way home from the ACCT Legislative Summit in Washington, DC. Dr. Austin noted that Trustee Singh was still being evaluated, and Mr. Elbassiouny was with her as he was checked out and released. Dr. Austin will keep the Board updated on their status as soon as he is aware.

Dr. Austin also let the Board know that Trustee Singh and Mr. Elbassiouny had positive interactions advocating for the College at the ACCT event. Dr.Austin noted that they were advocating for legislation on a farm bill that would provide funding for precision agriculture at community colleges.

## College Report

- FAA Droning On Event

Dr. Austin updated the Board on the upcoming FAA Droning On event being held at the College April 27-29. He informed the Board that the event looks to be the largest event in the Northeast Region.

## Executive Session

At 4:43pm, Mrs. Brown, seconded by Mr. Schmidt, made a **motion to enter Executive Session. The motion carried unanimously**.

At 4:58 pm, Dr. Gilly, seconded by Mr. Schmidt, made a **motion to exit Executive Session. The motion carried unanimously.**

## Break for Board of School Estimate

At 4:58 pm Mr. Schmidt, seconded by Dr. Gilly, made a **motion to take a break from the meeting to attend the Board of School Estimate**. The **motion carried unanimously.**

Trustee Gittins joined the meeting at 5:15pm.
Trustee Lamonte left the meeting at 5:45pm.

At 5:45 pm, the Board reconvened the meeting.

## Executive Session

At 5:47pm, Mrs. Maier, seconded by Mr. Haytaian, made a **motion to enter Executive Session. The motion carried unanimously**.

At 6:30 pm, Mr. Schmidt, seconded by Dr. Gilly, made a **motion to exit Executive Session. The motion carried unanimously.**

## Other Business:

- Additional Resolution- *Dr. Will Austin*

Dr. Austin discussed the rationale on regard to specific items listed on the Resolution Authorizing Allocation/ Reallocation of College Funds based on the needs of the College with the Board.

Dr. Gilly, seconded by Mr.Haytaian, **made a motion to approve the Resolution Authorizing the Allocation /Reallocation of Unrestricted Funds to Support College Priorities. Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian; yes; Mrs. Maier, yes; Ms. Maciag, yes; Mr. Schmidt, yes; Mrs. Reitemeyer, yes. The motion carried.

**Comments from the Public:** *(Must allow five minutes of silence for any member of the public to comment online, phone, etc.).*

No comments

Mr. Haytaian, seconded by Mr. Schmidt, **made a motion to adjourn at 6:36 pm. The motion carried unanimously.**

Respectfully Submitted,

Yvonne Reitemeyer, Board Chair
Warren County Community College Trustees