Exhibit M -1

BOARD OF TRUSTEES
Phillipsburg Education Center, 445 Marshall St Phillipsburg, NJ
MINUTES – June 18, 2025

Warren Community College

Board Chair Yvonne Reitemeyer called to order the meeting of the Warren County Community College Board of Trustees at 6:30 PM The meeting was held in the Phillipsburg Education Center in Phillipsburg, 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 Mrs. Brown, Ms. Gittins, Mr. Joyce, Dr. Lamonte, Mrs. Maier, Mrs. Singh, Mr. Schmidt, Mrs. Steinhardt, and Mrs. Reitemeyer.

Others present included Dr. William Austin, President, Ms. Pratt VP Finance/CFO, Dr. Van Deursen, Peter Miller, Liliana Koster, Mrs. King, Dr. Lori Antonelli, Mr. Perone, Mr. Labarbera, Mr. Elbassiouny, Mrs. Hillyer, Ms. Frabizio, Ms. Hildebrandt, Mrs. Wilson-Soga, Mr. Steinhardt College Attorney, and Sarah Van Horn, Recording Secretary.

Approval of Minutes

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

Mrs. Steinhardt, seconded by Mrs. Singh, made a **motion to Approve the May 17, 2025, Executive Session Minutes. Roll call**: Mrs. Brown, abstain; Ms. Gittins, abstain; Mr. Joyce, abstain; Dr. Lamonte, abstain; Mrs. Maier, abstain; Mrs. Singh, yes; Mr. Schmidt, abstain; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. . The motion carried.

Communications

Sarah Van Horn distributed the Warren County Bicentennial envelope along with a student letter of complaint to each of the Trustees.

Presentations

Dr. Lori Antonelli expressed her gratitude to the board for granting her the opportunity to take a sabbatical. During the meeting, Dr. Antonelli provided an in-depth presentation focused on the educational needs of pre-service teachers projected for January-June of 2025, which was part of her sabbatical report. To supplement her presentation, Dr. Antonelli distributed a comprehensive packet that outlined her sabbatical proposal, research methodologies, and data collection processes. Dr. Antonelli reiterated her appreciation to the board for their support and asked if anyone had any questions. Dr. Antonelli addressed all inquiries from the board thoroughly, ensuring clarity and providing detailed responses to their concerns or comments.

Ms. King expressed her gratitude to the board for granting her the opportunity to take a sabbatical in 2024. During the meeting, Ms. King delivered a detailed presentation titled "Global Encounters: How Travel to Southeast Asia Has Enriched My Teaching and Enhanced the Campus Community." Ms. King's presentation highlighted the profound impact her travels had on both her professional development and the broader academic environment. Ms. King provided the board with handouts summarizing her sabbatical activities and experiences. Ms. King's travels took her to several countries in Southeast Asia, including the Philippines, Vietnam, Thailand, Cambodia, Singapore, and China.

Ms. King engaged in meaningful cultural and historical explorations, such as visiting the Ancient City of Angkor Wat in Cambodia, the Genocide Museum, and the Angkor National Museum. Additionally, Ms. King explored significant sites such as the historical quarters in Hoi An, Vietnam, and various locations in Chiang Mai and Chiang Rai, Thailand, as well as key areas in Bangkok and the Philippines. Throughout Ms. King's presentation, Ms. King emphasized how these experiences deepened her understanding of diverse cultures and histories, which she has since integrated into her teaching practices to benefit the campus community. At the conclusion of Ms. King's presentation, she invited questions from the board and thoughtfully addressed their inquiries. Ms. King once again expressed her sincere appreciation to the board for supporting her sabbatical and providing her with this invaluable opportunity for personal and professional growth.

Policy and Planning Committee (First Reading Policy)

Board Chair Mrs. Reitemeyer reviewed the reaffirmation of the Faculty Tenure Plan (Exhibit CP-1). Mrs. Reitemeyer also introduced and read two new policies for the board's consideration. The first, Policy 103.7.1 Public Communication on Behalf of the Board (Exhibit CP-2). Policy 102.2.1 Open Meeting and Deliberation Requirements, (Exhibit CP-3). After presenting these items, Mrs. Reitemeyer invited feedback from the board members regarding any potential concerns or issues with the proposed policies. With no objections raised, the board collectively agreed to move forward with these policies.

Consent Agenda

Chair Reitemeyer reviewed the Consent Agenda, asking Board members if they would like to have any item reviewed separately. Mrs. Steinhardt had questions regarding (Exhibit CP-10). Mrs. Steinhardt mentioned that there is a typographical error under the section referring to Foundation funds on the second page. Specifically, the sentence discussing state expenditure rules and payments to the college seems to be missing a word or containing an unnecessary word. Mrs. Steinhardt mentioned that the phrase "must any payments to the college" should be revised for clarity and correctness.

Motion to approve items A – T as presented:

A.	May 2025 Financial Statement	Exhibit CFA-1
B.	FY 2026 Proposed Tuition Fee Charges	Exhibit CFA-2
C.	Fall 2025 Tuition and Fees Charges for NJ Community College Sorted by Semester Charges	Exhibit CFA-2B
D.	FY26 Proposed Budget	Exhibit CFA-3
E.	Board Resolution to apply Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Grant FY26	Exhibit CFA-4
F.	President's Personnel Recommendations with Addenda CO-1A, CO-1B, and CO-1C	Exhibit CO-1
G.	FY25 Revised Bid Waiver Request	Exhibit CO-2
H.	Resolution Authorizing the Award of Non-Fair and Open Contract To Fraser Advanced Information System (FY25)	Exhibit CO-3
I.	Fair and Open Resolution for Collier's Design and Engineering for The Tiffani Warren/Linda Collins Contemplation Garden and the Outdoor Classroom Design	Exhibit CO-4
J.	FY26 Bid Request	Exhibit CO-5

K.	Resolution Authorizing the Award of a Fair and Open Contract to Assessment Technologies Institute (FY26)	Exhibit CO-6
L.	Resolution Authorizing the Award of a Non-Fair and Open Contract For Warrantee of Mobile Robot to Boston Dynamics, INC	Exhibit CO-7
M.	Resolution Designating a Public Agency Compliance Officer (PACO) For the balance of calendar 2025	Exhibit CO-8
N.	302.4 Programs for Secondary School Students	Exhibit CP-4
O.	505.1 Outstanding College Checks	Exhibit CP-5
P.	507 Investment Policy	Exhibit CP-6
Q.	502.1 Board of Trustees Responsibilities	Exhibit CP-7
R.	502.3 President's Responsibilities	Exhibit CP-8
S.	505 Management of Cash and Payment	Exhibit CP-9
T.	502.5 Use of College Accounts	Exhibit CP-10

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

President's Report- *Dr. Will Austin*

Dr. Austin provided an update to the board regarding his recent activities and developments in public relations. One of the most notable initiatives since graduation involved Dr. Austin, along with Richard Cotton and Adam Kyle, traveling to Marshall, Minnesota. During their visit, they explored farms and agricultural operations in the area. Dr. Austin highlighted that Marshall is home to the nation's leading publicly funded Agricultural Research Institute (AURI), which is based at the local university in Marshall, Minnesota. Dr. Austin mentioned that AURI has expressed strong interest in collaborating with Warren County Community College. They have agreed to assist in establishing a food processing plant, offering their advanced technology and expertise as consultants to support the college's efforts. Furthermore, they are enthusiastic about the college utilizing their research to expand its programs.

Additionally, Dr. Austin shared updates on ongoing discussions with the U.S. military regarding drone training programs. As drone technology has become increasingly critical to military operations, the college is exploring opportunities to provide specialized training in this field. These developments signify considerable progress in expanding Warren County Community College's partnerships and program offerings, positioning the institution as a leader in innovative education. Dr. Austin emphasized that the Department of Defense (DoD) would provide funding for the purpose of training young soldiers in drone operations. Additionally, a Fortune 50 company is collaborating with us to ensure their data centers are equipped with the necessary skills to protect themselves from drones attempting unauthorized access and prevent sensitive information from being compromised. Dr. Austin informed the board that Warren County Community College was required to sign a variety of non-disclosure agreements (NDAs) as part of this initiative, so details beyond this are not able to be shared publicly. Discussion ensued.

College Report- *Dr. Will Austin*

Dr. Austin informed the board that the Warren County Bicentennial is scheduled for June 28, 2025. In the event of inclement weather, the celebration will be postponed to Sunday, June 29th. The gathering is expected to attract approximately 10,000 attendees. To ensure public safety, around 50 to 55 law enforcement officers will be present. Dr. Austin also noted that there will be noticeable changes on campus during the week leading up to and following the event. Preparations will commence this week, including the installation of stone barriers along all roadways. This measure aims to mitigate potential security threats, particularly the risk of a vehicle breaching the event area. There is a strong focus on ensuring a safe and enjoyable occasion for all participants. Additionally, Dr. Austin reminded everyone of the summer schedule adjustments, highlighting that the college will be closed on Fridays, with staff working flexible hours.

Internal Auditors Report- *Barbara Pratt*

Ms. Pratt provided a detailed review of the Internal Auditor's Report during the meeting. She noted that the annual public hearing regarding the budget had been conducted as required. Unfortunately, the hearing was not well attended by the public. However, Ms. Pratt emphasized that all relevant information, including the report and budget details, has been made available on the organization's website for transparency and accessibility.

Middle States Report- *Barbara Pratt*

Ms. Pratt provided the board with an update regarding the Middle States, highlighting the progress made during the semester's wrap-up. Ms. Pratt emphasized that significant efforts are being directed towards addressing areas of focus and identifying additional data requirements. Furthermore, innovative ideas were discussed, including exploring new data points that could offer valuable insights, such as analyzing the correlation between the timing of student registration and their academic success. Ms. Pratt is actively working on these initiatives. Ms. Pratt said over the summer, internal efforts will continue to refine these findings and prepare for the next steps. Once the teams reconvene in the fall, they will begin drafting the report template and incorporating the information gathered into a comprehensive overall.

Foundation Report- *Samir Elbassiouny*

Samir Elbassiouny brought to the board's attention that the Hall of Fame event is scheduled to take place on November 15th. Samir mentioned to the board that he will be out on July 10th for a knee replacement.

Motion to Enter Executive Session

At 7:40 PM, Mr. Joyce, seconded by Mr. Schmidt, made a **motion to enter the Executive Session.** The motion carried.

At 9:33 PM, Mrs. Steinhardt, seconded by Mr. Schmidt, made a **motion to exit Executive Session. The motion carried unanimously.**

Other Business, Announcements, Ad-Hoc Actions, and Actions required since Committee Meeting

ACTIONS

- Resolution Authorizing the Award of a Non-Fair and Open Contract for Professional Advocacy & Government Relations Service from Downs Government Relations Service from Downs Government Affairs, LLC — Exhibit ADHA-1
- Resolution Authorizing the President to Award a Managed Network Service Contract — Exhibit ADHA-2

- Resolution Authorizing the Award of NON-FAIR and Open Contract MatrixSpace For the Procurement of the MatrixSpace Expeditionary Kit with AI Decluttering Object Identification — Exhibit ADHA-3

Dr. Austin presented the board with several resolutions for consideration. The first resolution involved authorizing the award of a non-fair and open contract to Downs Government Affairs, LLC, for professional advocacy and government relations services. This resolution was detailed in Exhibit ADHA-1, and Dr. Austin provided background information to the board to support the decision. The second resolution pertained to granting the president the authority to award a managed network service contract, as outlined in Exhibit ADHA-2. Dr. Austin elaborated on the specifics of this contract, highlighting its importance and the anticipated benefits it would bring to the organization. The third resolution involved approving a non-fair and open contract for the procurement of the Matrixspace Expeditionary Kit, which includes AI decluttering and object identification capabilities. This proposal was documented in Exhibit ADHA-3, and Dr. Austin explained its significance and potential applications. Following Dr. Austin's detailed presentation on each exhibit, the board proceeded to take a motion on the resolutions presented in Exhibits ADHA-1, ADHA-2, and ADHA-3.

Mrs. Brown, seconded by Mrs. Steinhardt, made a **motion to Approve Resolution Authorizing the Award of a Non-Fair and Open Contract for Professional Advocacy & Government Relations Services from Downs Government Affairs, LLC. Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Mrs. Singh, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried unanimously.

Mrs. Brown, seconded by Mrs. Steinhardt, made a **motion to Approve Resolution Authorizing the President to Award a Managed Network Service Contract. Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Mrs. Singh, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried unanimously.

Mrs. Brown, seconded by Mrs. Steinhardt, made a **motion to Approve Resolution Authorizing the Award of a Non-Fair and Open Contract MatrixSpace for the Procurement of the MatrixSpace Expeditionary Kit with AI Decluttering Object Identification. Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Mrs. Singh, yes; Mr. Schmidt, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried unanimously.

Comments from the Public

No comments from the public

Mrs. Brown, seconded by Mrs. Steinhardt, made a motion to adjourn at 9:45 PM

Respectfully Submitted,

Betti Singh

Betti Singh, Board Secretary
Warren County Community College Trustees