Exhibit M -1

BOARD OF TRUSTEES
MINUTES – June 22, 2022

Chair Yvonne Reitemeyer called to order the meeting of the Warren County Community College Board of Trustees at 6:30 PM. The meeting was conducted remotely and in room 201 at the College.

Chair 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. Members of the public could attend the meeting remotely by video/teleconference access https://meet.goto.com/411779341, dial-in 1 (872) 240-3212, access code: 411-779-341.

The **Flag Salute** was conducted.

Roll Call:

Trustees present were Nancy Brown, Chuck Haytaian, Frank Gilly, Elizabeth Gittins, Rosalie Lamonte, Maria Maier, Nanaama Tandor, and Yvonne Reitemeyer, Others present included Dr. William Austin, President., Katherine Fina, College Attorney, and Jean Vasko, Recording Secretary.

Communications

There were no communications.

Approval of Minutes

Dr. Gilly, seconded by Mrs. Brown made a **Motion to approve the minutes of the May 21, 2022 Meeting Minutes. Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian,yes; Dr.Lamonte, yes; Mrs. Maier, yes, Mrs. Reitemeyer, yes. **The motion carried.**

Mrs. Maier, seconded by Mrs. Brown, made a **Motion to approve the minutes of the May 21, 2022 Executive Session Meeting. Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian,yes; Dr.Lamonte, yes; Mrs. Maier, 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:

First Read Policies

Reaffirm

- 102.6.1 President's Expense Account — Exhibit CP-1
- 201.1 Equal Opportunity - Affirmative Action — Exhibit CP-2
- 201.2.2 NJ Conscientious Employee Protection Action Employer Policy — Exhibit CP-3
- 302. 7 Student Enrollment Categories — Exhibit CP-4
- 302.8 Part-Time Enrollment — Exhibit CP-5
- 403.4 Transfer Policy — Exhibit CP-6

Revised

- 604 Access to Public Records Exhibit CP-7

It was agreed that these policies would be brought to the Board for second reading in September 2022.

Consent Agenda

Chair Reitemeyer reviewed Consent Agenda Items A –T as presented with the Board.

A.	May 2022 Financial Statement	Exhibit CFA-1
B.	Proposed FY23 Budget	Exhibit CFA-2
C.	Resolution Authorizing the Allocation/Reallocation of Unrestricted Funds to Support College Priorities	Exhibit CFA-3
D.	Resolution Authorizing the Award of a Non-Fair and Open Contract for Professional Grant Writing Services from The Grant Lab for FY23	Exhibit CFA-4
E.	President's Personnel Recommendations	Exhibit CO-1
F.	Resolution Authorizing a Fair and Open Contract to Vertiv for a UPS Replacement (FY22)	Exhibit CO-2
G.	Resolution Authorizing the Award of a Fair and Open Contract to CHE Mechanical (FY23)	Exhibit CO-3
H.	Resolution Authorizing the Award of a Fair and Open Contract to Assessment Technologies Institute, LLC for Modules and Online Examination Preparation for the Nurse Education Program.	Exhibit CO-4
I.	Resolution Approving the Award of a Fair and Open Contract to Amazon Business through U.S. Communities Government and Purchasing Alliance(FY23)	Exhibit CO-5
J.	Resolution Authorizing a Non-Fair and Open Contract to ERGOS for IT Transition Services (FY23)	Exhibit CO-6
K.	Bid Waiver Resolution Continuing Hosted and Management Services Through Jenzabar for Three Years	Exhibit CO-7
L.	FY 23 Bid Waiver Request (Revised)	Exhibit CO-8
M.	Resolution to Approve the Memorandum of Understanding Regarding the Instructors of the Fire Academy	Exhibit CO-9
N.	Resolution Authorizing the Third Year Renewal of a Fair and Open Contract to Allied Universal Security Services (Fy23)	Exhibit CO-10
O.	201.11.2 Title IV Institution Code of Conduct Policy	Exhibit CP-8
P.	202.10 Retirement Plans	Exhibit CP-9
Q.	202.12 Off Campus Work Locations	Exhibit CP-10
R.	303 Trustee Scholarships	Exhibit CP-11
S.	102.1 Name	Exhibit CP-12

T. 201.10 Tuition Reimbursement Exhibit CP-13

Dr. Gilly, seconded by Mrs. Maier, made a **motion to approve Consent Agenda Items A-T as presented**: **Role call**: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Dr .Lamonte, yes; Mrs. Maier, yes, Mrs. Reitemeyer, yes. **The motion carried.**

Executive Session

Mrs. Brown, seconded by Dr. Gilly, made a motion to enter Executive Session at 6:33pm. The motion was approved unanimously.

Mrs. Brown, seconded by Mrs. Maier, made a motion to exit Executive Session at 6:38 pm. The motion was approved unanimously.

Other Business

Dr. Austin discussed the rational for approving Resolutions OB-1 though OB-5, OB-6-OB 11, and OB-12-14 with the Board, highlighting the areas specific to each group of resolutions.

Dr. Gilly, seconded by Ms. Gittins, made a motion to approve equipment resolutions Exhibits OB-1 to Exhibit OB-5 supporting and implementing the 2022 Congressional Appropriation for the development of a precision agriculture program to be executed once Federal approvals have been achieved in FY23. Role call: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian,yes; Dr.Lamonte, yes; Mrs. Maier, yes, Mrs. Reitemeyer, yes. **The motion carried.**

Dr. Gilly, seconded by Mrs. Maier, made a motion to approve equipment resolutions Exhibits OB-6 to Exhibit OB-11 supporting 2022 Congressional Appropriation for the development of a precision agriculture program and/or the NJ Securing Out Children's Future Grant, other UxS program needs as well as the procurement for advanced equipment to support emergency services training and operations in Warren County Role call: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian,yes; Dr.Lamonte, yes; Mrs. Maier, yes, Mrs. Reitemeyer, yes. **The motion carried.**

Dr. Gilly, seconded by Mrs. Maier, made a motion to approve equipment resolutions Exhibits OB-12 to Exhibit OB-14 further supporting the Fall 2022 marketing effort which currently demonstrates a near 20% increase in enrollment. These motions will vastly expand the marketing strategy and area of the College. Role call: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Dr. Lamonte, yes; Mrs. Maier, yes, Mrs. Reitemeyer, yes. **The motion carried.**

Mrs. Brown, seconded by Mrs. Maier, made a motion to approve Exhibit OB-15 as presented. Role call: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian,yes; Dr.Lamonte, yes; Mrs. Maier, yes, Mrs. Reitemeyer, yes. **The motion carried.**

The Board discussed amending the President's employment agreement as presented.

Mrs. Maier, seconded by Mrs. Brown, made a motion to amend the President's Employment Agreement as presented in Amendment C effective June 22, 2022. Role call: Mrs. Brown, yes; Dr. Gilly, yes; Ms. Gittins, yes; Mr. Haytaian,yes; Dr.Lamonte, yes; Mrs. Maier, yes, Mrs. Reitemeyer, yes. **The motion carried.**

Dr. Austin thanked the Board and let the them know that he is very appreciative of their support.

Trustee Haytaian exited the meeting at 7:05pm

Presentations

- **Solar Presentation -** *Timothy McDonough, Victoria Molloy,*

Mr. Mc Donough gave a brief overview of the proposed Remote Net Metering and Electric Cost Saving Opportunity to the Board. He introduced Vicky Molloy, who addressed the Board on behalf of the Phoebus Fund, LLC.

Ms. Molloy discussed the process behind remote net metering, the background, and legislative objectives in regard to NJ's Energy Master Plan. She informed the Board of the benefits to NJ and Public Entities such as the College. Ms. Molloy discussed the cost savings, in addition to the creation of jobs for NJ residents.

Ms. Molloy discussed the logistics of Remote "Virtual" Net metering in regard to the College as the proposed solar farm would be located in Lopatcong, NJ. She provided the Board with a diagram showing the relationship that would need to be established between the solar farm, JCP& L, and the College in order to participate in the program.

Ms. Molloy informed the Board that the contract the College would enter into would be binding for 20 years, and would also have a 1% escalator built in.

The Board had questions regarding costs to the College to participate in the program, contract longevity cost increases, physical location of proposed solar farm, and Board of Public Utilities approvals for the project which Ms. Molloy addressed.

Ms. Molloy noted that she will send sample resolutions to the College to review to review.

Mr. McDonough and Ms. Molloy thanked the Board for their time and left the meeting.

The Board briefly reviewed the presentation, discussing the issues related to the proposal and determined, at this time, it would be beneficial to wait to see the outcomes of proposed solar field in regard to the Board of Public Utilities approval, and the approvals of the proposed location by local municipalities.

President's Report - *Dr. Will Austin*

- AUVSI Update

Dr. Austin discussed the recent AUVSI Exponential and informed the Board that the College was awarded the Member of the Year trophy at the event. He noted that the recipient of this award was chosen by the industry and is highly coveted.

- Summer Balloon Fest Update

Dr. Austin updated the Board on the June Balloon festival noting that the event has grown exponentially over the last two years. He informed the Board, that due to safety concerns, he spoke to the event coordinator regarding switching from all college volunteer gate collectors in the future to a professional service to better handle the financial and security issues related to the growth of the event.

- NJCCC Issues & Marketing Update

Dr. Austin discussed issues related to NJCCC in regard to WCCC and another community college. He also discussed the upcoming billboard recruitment campaign that will be placed throughout Warren and surrounding counties.

Comments from the Public: Five minutes of silence for any member of the Public to comment online, phone, etc.) was provided.

Motion to Adjourn

Dr. Gilly, seconded by Mrs. Maier, made **a motion to adjourn at 7:35pm. The motion carried unanimously.**

Respectfully Submitted,

~~Betti Singh, Secretary~~ Board Chair
Warren County Community College Trustees