



BOARD OF TRUSTEES
Harry E. Brown Community Board Room
MINUTES – March 14, 2024

Board Chair Yvonne Reitemeyer called to order the meeting of the Warren County Community College Board of Trustees at 6:00PM. The meeting was held in the Harry E. Brown Community Board Room, WCCC, 475 RT 57 W, Washington, 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, Chuck Haytaian, Marybeth Maciag, Maria Maier, Betti Singh, Therese Steinhardt, and Yvonne Reitemeyer.

Others present included Dr. William Austin, President, Barbara Pratt, VP Finance/CFO, and Jean Vasko, Recording Secretary.

Communications

N/A

Approval of Minutes

Mr. Haytaian, seconded by Mrs. Maier, made a **motion to Approve the Minutes for the February 14, 2024 Regular Session Meeting**. Roll call: Mrs. Brown, abstain; Mr. Haytaian; yes; Ms. Maciag, yes; Mrs. Maier, yes; Mrs. Singh, abstain; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mr. Haytaian, seconded by Mrs. Steinhardt, made a **motion to Approve the Minutes for the February 14, 2024 Regular Executive Session Meeting**. Roll call: Mrs. Brown, abstain; Mr. Haytaian; yes; Ms. Maciag, yes; Mrs. Maier, yes; Mrs. Singh, abstain; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Consent Agenda

Chair Reitemeyer 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:

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| A. | Motion to Accept the FY23 Audit | Exhibit CFA-1 |
| B. | Resolution to Amend the Perkins Grant (FY24)
Rural Business Enterprise Grant (RBEG) 2024 | Exhibit CFA-3 |
| C. | President's Personnel Recommendations (Revised) | Exhibit CO-1 |
| D. | SBGC Lease Renewal- Abake Health and Wellness, LLC | Exhibit CO-2 |
| E. | 503.8 Use of Courtesy Cards | Exhibit CP-1 |
| F. | 515. Emergency Action Plan | Exhibit CP-2 |

G.	601 Communications	Exhibit CP-3
H.	603 College Publications	Exhibit CP-4
I.	Resolution to Offer an Associate Degree in Applied Science Degree in Business Management Agribusiness Option	Exhibit CR-1
J.	Resolution Authorizing In-Person Board of Trustees Meetings	Exhibit CR-3

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

Comments from the Public:

None

Other Business, Announcements and Ad-Hoc Items

Dr. Austin let the Trustees know that a single bid was submitted for the Contemplation and Nature Appreciation Garden project that came in well under the anticipated amount of \$300,000. He noted that the bidder has passed legal review. Dr. Austin informed the Trustees that the project will begin shortly and is projected to be completed this spring. He let the Trustees know that Paul Sterbenz/Collier Engineering will be overseeing the project .

Dr. Austin let the Trustees know that the Foundation has received a sizable donation of \$20,000.00 to use towards the construction of the Contemplation Garden.

Mrs. Brown, seconded by Mrs. Singh, made a **motion to Authorizing the Award of a Fair and Open Construction Contract Project for the Contemplation and Nature Appreciation Garden Project 24-0001 (Exhibit OB-1).** Roll call: Mrs. Brown, yes; Mr. Haytaian; yes; Ms. Maciag, yes; Mrs. Maier, yes; Mrs. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried unanimously.

Dr. Austin discussed the rationale for the resolution to rename the Contemplation and Nature Appreciation Garden once it is completed for two esteemed staff members, Tiffani Warren and Linda Collins, who both passed away unexpectedly.

Mrs. Brown, seconded by Mr. Haytaian, made a **motion to Approve the Resolution Naming the Contemplation and Nature Appreciation Garden the Tiffani Warren/ Linda Collins Contemplation Garden (Exhibit OB0-2).** Roll call: Mrs. Brown, yes; Mr. Haytaian; yes; Ms. Maciag, yes; Mrs. Maier, yes; Mrs. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried unanimously.

Mr. Haytaian, seconded by Mrs. Brown, made a motion to adjourn at 6:08pm. The motion carried unanimously.

Respectfully Submitted,



Betti Singh, Board Secretary
Warren County Community College Trustees