



**BOARD OF TRUSTEES
Reorganization Meeting
MINUTES – November 15, 2023**

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 Harry E. Brown Community Board Room at the College.

Chair Reitemeyer noted that the requirements of the Open Public Meeting Law, P.L. 1975, Chapter 231, were satisfied as the date of the meeting having been published stating the place and manner as required by law.

Flag Salute was conducted.

New Trustees

Chair Reitemeyer provided the Board with brief bios on new Warren County Community College Trustees Donnell Joyce, Therese Steinhardt, and Alumni Trustee Demiana Shenouda.

Oath of Office

Attorney Douglas Steinhardt administered the Oath of Office to Mr. Joyce, Mrs. Steinhardt, and Ms. Shenouda.

The Board congratulated the new Trustees, and looks forward to working with them.

Roll Call:

Trustees present were: Nancy Brown, Elizabeth Gittins, Donnell Joyce, Chuck Haytaian, Dr. Rosalie Lamonte, Maria Maier, Demiana Shenouda, Betti Singh, Therese Steinhardt, and Yvonne Reitemeyer.

Others present included: Dr. William Austin, President, Douglas Steinhardt, College Attorney, Barbara Pratt, VP Finance/CFO, and Jean Vasko, recording secretary.

Election of Officers:

Mrs. Singh, seconded by Mr. Haytaian, nominated Mrs. Reitemeyer, for the office of Chair. The motion carried unanimously, with Mrs. Reitemeyer abstaining.

Mrs. Singh, seconded by Mr. Haytaian, nominated Mrs. Brown, for the office of Vice Chair. The motion carried unanimously with Mrs. Brown abstaining.

Mrs. Brown, seconded by Mr. Haytaian, nominated Mrs. Singh for the office of Secretary. The motion carried unanimously with Mrs. Singh abstaining.

Mr. Haytaian, seconded by Mrs. Brown, nominated Mrs. Maier for the office of Treasurer. The motion carried unanimously, with Mrs. Maier abstaining.

The Warren County Community College Board of Trustees Officers for 2023-2024 are as follows:

Chair:	Yvonne Reitemeyer
Vice Chair:	Nancy Brown
Secretary:	Betti Singh
Treasurer:	Maria Maier

Other Actions:

Chair Reitemeyer reviewed the reorganization agenda items with the Board and asked Board members if they would prefer to have any items reviewed separately.

Mrs. Brown, seconded by Mrs. Singh, made a **motion to designate The Star Ledger** as the local newspaper for the placement of official notices of the College. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, no; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mrs. Brown, seconded by Mr. Haytaian, made a **motion to designate the State Cash Management Fund** as the investment manager for excess college funds. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mr. Haytaian, seconded by Mrs. Singh, **made a motion to designate PNC Bank** as the bank depository for the College. **Roll call:** Mrs. Brown, no; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mrs. Brown, seconded by Mr. Haytaian, made a **Motion to appoint Collier Engineering & Design and LAN Associates** engineering firms of record through November 2024. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mr. Haytaian, seconded by Mrs. Singh, made a **Motion to appoint LAN Associates** as architectural firm of record through November 2024. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Trustee Steinhardt recused herself at this time due to a potential conflict of interest.

Mrs. Brown, seconded by Mrs. Singh, **made a motion to appoint Florio, Perrucci, Steinhardt, Cappelli, Tipton and Taylor, LLC as attorney of record** for general counsel through November 2024. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Reitemeyer, yes. The motion carried.

Trustee Steinhardt rejoined the meeting.

Mrs. Singh, seconded by Mr. Haytaian, **made a motion to appoint Cleary, Giacobbe, Alfieri Jacobs LLC** as special counsel for NJEA related activities and Foundation attorney of record and conflict council through November 2024. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mr. Haytaian, seconded by Mrs. Brown, made a **motion to appoint Jonathan Rupprecht as attorney of record** for sUAS/FAA council through November 2024. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mrs. Brown, seconded by Dr. Lamonte, made a **motion to approve a schedule of regular meetings** from December 2023 through November 2024 starting at 6:30pm in the Harry E. Brown Community Board Room unless noted otherwise or listed. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Mrs. Singh, seconded by Mr. Haytaian, made a motion to **readopt all existing institutional policies** for one-year effective November 15, 2023. **Roll call:** Mrs. Brown, yes; Ms. Gittins, yes; Mr. Haytaian, yes; Mr. Joyce, yes; Dr. Lamonte, yes; Mrs. Maier, yes; Ms. Singh, yes; Mrs. Steinhardt, yes; Mrs. Reitemeyer, yes. The motion carried.

Committee and Other Assignments

Mrs. Reitemeyer made the following Committee/other assignments effective for the December 2023 meeting.

Finance & Audit Committee:	Nancy Brown, Elizabeth Gittins, Maria Maier
Operations Committee:	Chuck Haytaian, Betti Singh, Peter Schmidt
Policy Committee:	Donnell Joyce, Dr. Rosalie Lamonte, MaryBeth Maciag, Demina Shenouda, Therese Steinhardt
Board of School Estimate:	Yvonne Reitemeyer, Nancy Brown
NJCCC Trustee Alternate:	Betti Singh

Comments from the Public:

None

Mrs. Singh, seconded by Mr. Haytaian, made a **motion to adjourn** at 6:47. The motion carried unanimously.

Respectfully Submitted,



Betti Singh
Secretary, Board of Trustees