



**Board of Trustees Regular Meeting
Tuesday, July 28, 2020 – Zoom Virtual Meeting**

MINUTES

1. General Institutional Functions

1.1 Mr. Curcio called the meeting to order at 5:00 p.m.

1.2 Public Statement:

Adequate notice of this meeting has been provided at least 48 hours in advance of its commencement by posting in at least one public place reserved for such or similar announcements and by mail, telephone, or hand delivery to all appropriate parties pursuant to the Open Public Meetings Act, N.J.S.A. 10:4.1.

1.3 Roll Call / Pledge of Allegiance

The following were in attendance: Mr. Curcio-Chair, Dr. Morgus-Vice Chair, Dr. Crowley-Secretary, Ms. Brown, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Connolly-President and Ex-Officio Member, Miss Fisher-Alumni Trustee, and Mrs. Fullem-Exec. Assist. to the President and Board of Trustees/Recording Secretary.

Excused absence: Mr. Spekhardt-Treasurer

Also present: Mr. Gandi-Executive Vice President of Finance and Operations, and CFO, Dr. Okay-Senior Vice President of Academic and Student Affairs, Mrs. Fitzgerald-Associate Vice President of Academic Affairs and Dean of Arts and Humanities, Mr. Homer-Associate Vice President of Student Success and Institutional Effectiveness, Dr. Conde-Dean of Liberal Arts and Sciences, Mr. Kuntz-Dean of Student Affairs and Director of Athletics, and Mr. Kienz-Board Counsel.

1.4 Mr. Curcio welcomed the guests

1.5 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker) – No one spoke.

ACTION

1.6 Approval/Acceptance of Minutes: (Attachment pgs. 1-9)

1.6.1 Minutes from the Tuesday, June 23, 2020 Regular Meeting. (Resolution No. GI07282020-1)

Dr. Morgus moved to approve minutes from the Tuesday, June 23, 2020 Regular Meeting. Mrs. Fox seconded the motion. Motion carried unanimously.

1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, July 21, 2020. (Resolution No. GI07282020-2)

- Personnel and Curriculum Committee
- Audit and Policy Committee
- Finance and Facilities Committee

Dr. Morgus moved to acknowledge receipt of committee meeting minutes as noted above. Dr. Crowley seconded the motion. Motion carried unanimously.

2. Consent Agenda

The President recommends items 2.1 - 2.5 for Board approval, as brought forth after discussion and review by Board Committees:

Dr. Crowley moved to approve all items on the Consent Agenda. Dr. Morgus seconded the motion.

Roll call vote: Ms. Brown, Dr. Crowley, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Morgus, and Mr. Curcio voted yes. Motion carried unanimously.

- 2.1 Approval of Personnel Items
 - 2.1.1 Monthly Personnel Actions (Resolution No. P07282020-1)
- 2.2 Approval of Curriculum Items – None this month.
- 2.3 Approval of Policy Items
 - 2.3.1 Policy #200.5 Title IX Prohibition Against Sexual Violence. The policy has been updated based on the most recent state guidelines. (Resolution No. AP07282020-1)
- 2.4 Approval of Finance Items
 - 2.4.1 New Jersey Council of County Colleges Assessment in the Amount of \$26,248. OPEX funded. (Resolution No. BFF07282020-1)
 - 2.4.2 Siris Dynix Library Software Renewal – Five Years July 1, 2020 – June 30, 2025, in the Amount of \$21,043 for Year 1 and 2.9% Yearly Increase Cap. OPEX funded. (Resolution No. BFF07282020-2)
 - 2.4.3 Purchases over \$10k Report. (Resolution No. BFF07282020-3)
- 2.5 Approval of Facility Items
 - 2.5.1 Quote from CMF for Social Distancing Shields – Retrofit for Campus in the Amount of \$42,609.98. OPEX funded. (Resolution No. BFF07282020-4)
 - 2.5.2 HQW – HVAC Assessment – COVID19 Ventilation Study in the Amount of \$35,315. OPEX funded. (Resolution No. BFF07282020-5)
 - 2.5.3 PSTA – Lighting Component Tower Drainage Project; Change order to existing contract in the amount of \$17,140. Chapter 12 funded. (Resolution No. BFF07282020-6)

3. **Finance**

- 3.1 Recommendation: Acknowledgment of Receipt and Review of Financial Statements – June 30, 2020 Twelve Months YTD FYE June 30, 2020. (Resolution No. GI07282020-3)

Mr. Gandhi presented the financial statements, as noted above, including: credit hours, income statement, balance sheet, head count, and CAPEX projects.

Ms. Brown moved to acknowledge receipt and review of financial statements. Mrs. Fox seconded the motion.

Roll call vote: Ms. Brown, Dr. Crowley, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Morgus, and Mr. Curcio voted yes. Motion carried unanimously.

4. **Reports**

- 4.1 Correspondence File was received, reviewed and filed.

5. **Presentations** – None this month.

6. **Courtesy of the Floor on General Matters** (Public Session-5 Minutes per Speaker)

No one spoke.

7. **Other Business**

Discussion / Reports / Announcements:

- 7.1 The President's Report is on file in the Office of the President.
- 7.2 Chair's Comments – Mr. Curcio thanked everyone for how they are handling COVID19 restrictions and issues to date. He noted that the executive level reorganization has gone smoothly.
- 7.3 A Special Meeting of the Board of Trustees will take place Tuesday, August 18, 2020, at 5:00 p.m., via virtual meeting. Mr. Curcio noted that this meeting will be regarding bids for work on the culinary center.
- 7.4 The next Regular Meeting of the Board of Trustees will take place Tuesday, September 22, 2020, at 5:00 p.m. Location or conference call TBD.

8. **Executive Session** – There was no Executive Session.

9. **Adjournment**

At 5:38 p.m. Dr. Morgus moved to adjourn from the Regular Meeting of the Board of Trustees. Mrs. Fox seconded the motion. Motion carried unanimously.

Approved:



William P. Curcio, Chair – Board of Trustees