



**Board of Trustees
REORGANIZATION MEETING
Tuesday, November 23, 2021
Zoom Virtual Meeting**

MINUTES

1. Organizational Matters

- a. Mr. Curcio called the meeting to order at 4:30 p.m.
- b. Dr. Crowley read the Public Statement: Adequate and electronic notice of this meeting specifying the time, virtual meeting link, and phone conference number, was transmitted via fax, email, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on Thursday, November 18, 2021, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.

c. Roll Call

The following were present: Ms. Brown, Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mrs. Fox, Mr. Gewecke (at 4:45 p.m.), Mr. Hofmann, Dr. Morgus, Mr. Curcio, Dr. Connolly-President and Ex-Officio Member, and Mrs. Fullem-Executive Assistant to the President and Board of Trustees/Recording Secretary.

Also present were: Mr. Gandhi-Executive Vice President of Finance and Operations, and CFO, Dr. Okay-Sr. 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, Mrs. Gallo-Dean of Professional Studies, Social Sciences, and STEM, Mr. Kuntz-Dean of Student Affairs and Director of Athletics, Mr. Fruge-Dean of Technical Occupations, Mr. Kula-Executive Director of the College Foundation, and Mr. Kienz-College Counsel.

d. Welcome to Guests

e. Public Session (Courtesy of the Floor)

All members of the public that provide public comment shall first identify themselves. Members of the public may make public comments through audio and video. Public comments may be submitted to the Board of Trustees Secretary via email or written letter if received at least (8) hours prior to the meeting. Written public comments shall be read at the remote meeting with the same time restrictions of all public comments at the meeting. Duplicative comments may be summarized at the discretion of the Board of Trustees Chair.

Members of the public must remain on mute during remote meetings, until such time that they address the Board of Trustees.

No one spoke.

2. Election of Officers

Dr. Carrick, Chair of the Nominating Committee, presented the slate of officers, recommended by the Nominating Committee. (Resolution RO11232021-1)

Chair – Dr. Morgus

Vice Chair – Dr. Crowley

Secretary – Mr. Gewecke

Treasurer – Ms. Brown

There were no nominations from the floor.

Votes were cast via a virtual/anonymous survey. Upon completion of the vote, the slate was approved unanimously as presented.

The newly elected officers immediately assumed their respective offices.

3. Mr. Kienz provided an overview of the Ethics/Conflicts of Interest policy. Each year, all trustees provide a signed copy of the policy to the Recording Secretary. Copies are filed with Board records.

4. Appointment of Legal Counsel

ACTION/RC 4a. **Recommendation:** Weiner Law Group, LLP as Formal Legal Counsel for SCCC on an Hourly Rate Model with Glenn Kienz to Represent the College. (Resolution RO11232021-2)

Mr. Hofmann moved to approve Weiner Law Group, LLP as formal legal counsel for SCCC as noted above. Ms. Brown seconded the motion.

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

ACTION/RC 4b. **Recommendation:** Laddey, Clark & Ryan, LLP to Serve as Special Counsel for SCCC. (Resolution RO11232021-3)

Mr. Castner moved to approve Laddey, Clark & Ryan, LLP to serve as Special Counsel. Dr. Crowley seconded the motion.

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

ACTION/RC 4c. **Recommendation:** Special/Conflict Counsel Services - Porzio, Bromberg & Newman. (Resolution RO11232021-4)

Mr. Gewecke moved to approve Prozio, Bromberg & Newman as Special/Conflict Counsel. Mrs. Fox seconded the motion.

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

ACTION/RC 5. Appointment of an Auditing Firm

Recommendation: TBD and Current Auditing Firm Wiss & Co. to Complete Work for the FY21 Audit. RFQ first quarter next year, for appointment at April 2022 Board Meeting, to start the audit in May 2022. (Resolution RO11232021-5)

Ms. Brown moved to approve current auditing firm Wiss & Co. to complete work for the FY21 Audit. RFQ first quarter next year, for appointment at April 2022 Board Meeting, to start the audit in May 2022.

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

ACTION/RC 6. Appointment of On-Call Engineering & Architectural Firms

Recommendation: Re-Appointments of On-Call Engineering/Architecture Firms: Mott McDonald, HQW Architects, LLC, USA Architects, and J.G. Petrucci Co./Iron Hill, Inc. as Existing Service Providers. (Resolution RO11232021-6)

Mr. Curcio asked to amend the resolution to include Charles Schaffer Associates, LLC. Mr. Hofmann moved to amend the recommendation. Mr. Curcio seconded the motion.

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

Mr. Curcio moved to approve the amended resolution. Mrs. Fox seconded the motion.

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

ACTION/RC 7. Appointment of Bank Depositories

Recommendation: Lakeland Bank, Provident Bank, and First Hope Bank (Resolution RO11232021-7)

Mr. Gewecke moved to appoint bank depositories as recommended. Dr. Crowley seconded the motion.

Roll call vote: Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mrs. Fox, Mr. Gewecke, Mr. Hofmann, and Dr. Morgus voted yes. Mr. Curcio and Ms. Brown abstained from the vote. Motion carried.

ACTION/RC 8. Appointment of Insurance Brokers of Record

Recommendation: The Morville Agency (a Division of Bollinger) through June 30, 2022 (will be going to RFP in Spring 2022), and SAIF. (Resolution RO11232021-8)

Mr. Gewecke moved to appoint insurance brokers as recommended. Dr. Crowley seconded the motion.

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

ACTION/RC 9. Appointments to the College's Board of School Estimate. (Resolution RO11232021-9)

Dr. Morgus appointed Dr. Crowley and Ms. Brown, with Mr. Gewecke as the alternate.

Mr. Castner moved to approve the appointments noted above. Mrs. Fox seconded the motion.

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

ACTION/RC 10. Naming of the Board's Official Newspaper/s of Record

Recommendation: The New Jersey Herald and The New Jersey Star Ledger. (Resolution RO11232021-10)

Ms. Brown moved to approve the Board's official newspapers of record as noted above. Dr. Crowley seconded the motion.

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

- ACTION** 11. Selection of the Date, Time, Location of Meetings (Resolution RO11232021-11) Recommendation; The fourth Tuesday of each month, with the exception of August and December, at 5:00 p.m., with location or virtual meeting to be noticed to the public accordingly.

Mr. Castner moved to accept the meeting schedule for 2022 as presented. Dr. Crowley seconded the motion. Motion carried unanimously.

- (*) ACTION** 12. Consideration of the Appointment of Standing and Ad Hoc Committees. Current Committees Include: (Resolution RO11232021-12)

- a. Executive Committee: The four officers of the Board
- b. Personnel and Curriculum Committee: Dr. Carrick-Chair, with members Mr. Hofmann, Dr. Digby, and Mr. Santillo.
- c. Finance and Facilities Committee: Ms. Brown-Chair, with members Dr. Crowley, Mr. Castner, and Mr. Gewecke.
- d. Audit and Policy Committee: Mrs. Fox-Chair, with members Dr. Digby, Mr. Castner, and Mr. Santillo.

- (*) ACTION** 13. Appointments to New Jersey Council of County Colleges (Resolution RO11232021-13)

- a. Representative (Chair) and Alternate: Dr. Morgus and Mrs. Fox
- b. Two Trustees to the Ambassador Program: Volunteers to contact Dr. Morgus

Mr. Gewecke moved to approve appointments noted above. Dr. Crowley seconded the motion. Motion carried unanimously.

- ACTION** 14. Appointment of Foundation Liaison (Resolution RO11232021-14)

Dr. Morgus appointed Mrs. Fox and Mr. Gewecke.

Dr. Crowley moved to approve appointments noted above. Mr. Gewecke seconded the motion. Motion carried unanimously.

- ACTION** 15. Adoption/Re-Adoption of the Trustee Bylaws. (RO1122021-15)

Dr. Crowley moved to readopt the current bylaws. Mrs. Fox seconded the motion. Motion carried unanimously.

- ACTION** 16. Appointment of Recording Secretary to the Board

Recommendation: Wendy Fullem with Melissa DeJoseph as Alternate (Resolution RO11232021-16)

Mr. Hofmann moved to approve the appointments for Recording Secretary as recommended. Dr. Crowley seconded the motion. Motion carried unanimously.

- ACTION** 17. Appointment of Title IX Coordinator for a Year – November 2021 – November 2022
Recommendation: James Gaddy (Resolution RO11232021-17)

Dr. Crowley moved to approve the appointment for Title IX Coordinator as recommended. Mr. Castner seconded the motion. Motion carried unanimously.

- ACTION** 18. Appointment of Public Agency Compliance Officer (PACO) for Equal Employment Opportunity (EEO)

Recommendation: James Gaddy (Resolution RO11232021-18)

Ms. Brown moved to approve the appointment of Public Agency Compliance Officer (PACO) for Equal Employment Opportunity (EEO) as recommended. Dr. Crowley seconded the motion. Motion carried unanimously.

19. Other Business -- None
20. Public Session (Courtesy of the Floor) – No one spoke.
21. Adjournment

At 5:19 p.m., Mrs. Fox moved to adjourn from the Reorganization Meeting. Dr. Crowley seconded the motion. Motion carried unanimously.

- (*) Trustee Bylaws provide authorization for the Board Chair to make these appointments upon confirmation by a majority of the voting Board members.

Approved:



Kurt Gewecke, Secretary – Board of Trustees