



**Board of Trustees
ORGANIZATION MEETING
Tuesday, November 22, 2022
Performing Arts Center Atrium**

MINUTES

1. Organizational Matters

- a. Dr. Morgus called the meeting to order at 4:30 p.m. and read the Public Statement:
- b. 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, 2022, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.
- c. Roll Call

The following were present: Ms. Brown (via Zoom), Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mrs. Fox, Mr. Gewecke (via Zoom), Mr. Hofmann, Mr. Santillo, Mrs. Smith, Dr. Morgus, Dr. Connolly-President and Ex-Officio Member.

Also present: Dr. Okay-Senior Vice President of Academic and Student Affairs, Dr. Homer-Vice President of Student Success and Institutional Effectiveness, Mrs. Gallo-Associate Vice President of Academic Affairs and Dean of Professional Studies, Social Sciences and STEM, Mr. Gaddy-Chief Operating and Human Resources Officer, Mr. Kuntz-Dean of Student Affairs and Director of Athletics, Mr. Fruge-Dean of Technical Occupations, Mr. Kula-Executive Director, Foundation, Mrs. Fullem-Chief of Staff/Recording Secretary.

- d. Dr. Morgus welcomed the guests.

- e. Dr. Morgus opened the Public Session (Courtesy of the Floor)
- All members of the public that provide public comment shall first identify themselves. 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 meeting with the same time restrictions as all public comments at the meeting. Duplicative comments may be summarized at the discretion of the Board of Trustees Chair.

2. Election of Officers

At this time the meeting was chaired by Mr. Hofmann, Chair of the Nominating Committee. Votes were cast via paper ballot and the results were relayed to the Nominating Committee Chair who reported the results to the Board and public. (Resolution RO11222022-1)

The vote was unanimous and the results were:

Dr. Morgus, Chair
Dr. Crowley, Vice Chair
Ms. Brown, Treasurer
Mr. Gewecke, Secretary

- a. The newly elected officers immediately assumed their respective offices and Dr. Morgus resumed the order of the day.

3. Code of Ethics Policies Acknowledgement. Mrs. Fullem collected signed acknowledgment forms from the Trustees.

4. Appointment of Legal Counsel

- ACTION/RC** 4a. **Recommendation:** General Counsel – Porzio, Bromberg & Newman. (Resolution No. RO11222022-2)
- ACTION/RC** 4b. **Recommendation:** Special Counsel Services – Florio, Perrucci, Steinhardt, Cappelli, Tipton, & Taylor. (Resolution No. RO11222022-3)
- ACTION/RC** 4c. **Recommendation:** Special Counsel Services – Weiner Law Group. (Resolution No. RO11222022-4)
- ACTION/RC** 4d. **Recommendation:** Special Counsel Services – Laddy, Clark, and Ryan. (Resolution No. RO11222022-5)

Mrs. Smith moved to appoint all legal firms as noted above. Dr. Carrick seconded the motion.

Dr. Connolly noted that we appoint various firms as special counsel in order to engage local attorneys.

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

ACTION/RC 5. Appointment of an Auditing Firm

Recommendation: PKF O’Conner Davies is our current auditing firm, (replacing Wiss & Co. this year). PKF will Complete Work for the FY22 Audit. RFQ first quarter next year, for appointment at April 2023 Board Meeting, to start the audit in May 2023. (Resolution No. RO11222022-6)

Mrs. Smith moved to appoint PKF O’Conner Davies as noted above. Mr. Santillo seconded the motion.

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

ACTION/RC 6. Re-Appointments of On-Call Engineering and Architectural Firms

Recommendation: Mott McDonald, HQW Architects, LLC, USA Architects, and J.G. Petrucci Co./Iron Hill, Inc. as Existing Service Providers. (Resolution No. RO11222022-7)

Mr. Castner moved to approve the appointments of on-call engineering and architectural firms as noted above. Mr. Hofmann seconded the motion.

Roll call vote: Ms. Brown, Dr. Carrick, Mr. Castner, Dr Crowley, Dr. Digby, Mrs. Fox, Mr. Gewecke, Mr. Hofmann, Mr. Santillo, Mrs. Smith, 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 No. RO11222022-8)

Mrs. Smith moved to appoint bank depositories as noted above. Mr. Castner seconded the motion.

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

ACTION/RC 8. Appointment of Insurance Brokers of Record

Recommendation: The Morville Agency (a Division of Bollinger) through June 30, 2023 and SAIF (School Alliance Insurance Fund). RFP in Spring 2023 to be considered. (Resolution No. RO11222022-9)

Mrs. Smith moved to appoint insurance brokers of record as noted above. Mrs. Fox seconded the motion.

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

- ACTION/RC** 9. **Recommendation:** IT Consulting Services for FY24 – Managed IT Services, Distinctive Voice and Date, LLC, Little Falls, NJ. (Resolution No. RO11222022-10)

Mrs. Smith moved to approve IT consulting services for FY24 as noted above. Mr. Castner seconded the motion.

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

- ACTION/RC** 10. **Recommendation:** Security Control System Services – Open System Integrators, Inc., Hamilton, NJ. (Resolution No. RO11222022-11)

Mrs. Smith moved to approve security control system services as noted above. Mr. Santillo seconded the motion.

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

11. Appointments to the College's Board of School Estimate. (Resolution No. RO11222022-12)

- ACTION/RC** 12. Dr. Morgus appointed Dr. Crowley and Ms. Brown, with Mr. Gewecke as the Secretary. Naming of the Board's Official Newspaper/s of Record

Recommendation: The New Jersey Herald and The New Jersey Star Ledger. (Resolution No. RO11222022-13)

Mrs. Smith moved to approve the Board's official newspapers of record as noted above. Mr. Castner seconded the motion.

Mrs. Smith indicated that she would like the New Jersey Herald to cover SCCC more and without bias.

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

- ACTION** 13. Selection of the Date, Time, and Location of Meetings (Resolution No. RO11222022-14)

Meetings of the Sussex County Community College Board of Trustees take place on the fourth Tuesday of the month, with the exception of August and December

when there are no scheduled meetings. The meetings begin at 5:00 p.m., and are located in the Atrium of the Performing Arts Center. A copy of meeting dates was included in the meeting packet and posted on the Sussex County Community College website (sussex.edu).

(*) ACTION 14. Consideration of the Appointment of Standing and Ad Hoc Committees. Current Committees Include: (Resolution No. RO11222022-15)

- a. Executive Committee – The four officers of the Board
- b. Personnel & Curriculum – Candice Smith, Chair
Jim Hofmann, Member
Tom Digby, Member
Gayle Carrick, Member
- c. Audit & Policy – Gayle Carrick, Chair
Tom Digby, Member
John Santillo, Member
Maryann Fox, Member
- d. Finance & Facilities – Jane Brown, Chair
Paul Crowley, Member
David Castner, Member
Kurt Gewecke, Member

(*) ACTION 15. Appointment of a representative (Board Chair) and Alternate to the New Jersey Council of County Colleges (Resolution No. RO11222022-16)

Dr. Connolly explained the role of the NJ Council of County Colleges and how important it is for SCCC to have active representation with the NJCCC for NJ higher education affairs.

Appointments: Dr. Morgus and Dr. Carrick as the alternate.

ACTION 16. Appointment of Foundation Liaison (Resolution No. RO11222022-17)

Appointments: Mr. Gewecke and Mrs. Smith

ACTION 17. Appointment of Recording Secretary to the Board

Recommendation: Wendy Fullem with Melissa DeJoseph as Alternate (Resolution No. RO11222022-18)

The Board approved by unanimous consent.

ACTION 18. Appointment of Title IX Coordinator for a Year – November 2022 – November 2023

Recommendation: James Gaddy (Resolution No. RO11222022-19)

The Board approved by unanimous consent.

ACTION 19. Appointment of Public Agency Compliant Officer (PACO) for Equal Employment Opportunity (EEO)

Recommendation: James Gaddy (Resolution No. RO11222022-20)

The Board approved by unanimous consent.

20. Other Business – None

21. Public Session (Courtesy of the Floor) – No one spoke.

22. Adjournment

At 5:00 p.m. Mrs. Smith moved to adjourn from the Organization Meeting. Dr. Digby 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