

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Annual Meeting of November 13, 2012

The scheduled Annual meeting of the Board of Trustees of Middlesex County College was held at 9:00 a.m. in the Boardroom of Chambers Hall, located on the College campus. Members present were: Mmes. Palumbo and Power and Messrs. Antisell, Finkelstein, Mulkerin, Oras, Raja, Sica and Tighe. Messrs. Hahn, Lisicki, and Stewart were absent. Also present were President La Perla-Morales, Freeholder Tomaro, Mr. Hoffman, Ms. D'Aloisio and several staff members.

In compliance with the "Open Public Meetings Act" of the State of New Jersey, adequate notice of this meeting was provided as follows:

- (a) On November 14, 2011, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On November 14, 2011, advance written notice of this meeting was mailed to The Home News Tribune, 35 Kennedy Boulevard, East Brunswick, New Jersey and The Star Ledger, 205 New Brunswick Avenue, Second Floor, Hopelawn, New Jersey.
- (c) On November 14, 2011, a copy of the advance notice of this meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On November 14, 2011, a copy of this advance notice was filed with the President of Middlesex County College.
- (e) Any individual who has requested notice of this meeting has been forwarded a copy of the notice of such meeting.

Chairman Power led the Pledge of Allegiance.

Mr. Sica presented the recommendation of the Nominating Committee of Dorothy Power for the office of Chairman.

Mr. Raja moved, seconded by Mr. Tighe, that in the absence of any other nominations, the nominations be closed and the Secretary instructed to cast a ballot in unanimous election of the nominee for the office of Chairman for the year 2012 - 2013. After discussion, the motion was unanimously carried.

Mr. Sica presented the following recommendations of the Nominating Committee of officers for the year 2012 – 2013 as follows:

Slate of Officers

Vice Chair
Treasurer
Secretary
Assistant Secretary

Board Member

Mr. Thomas Tighe
Mr. Mark Finkelstein
Mr. Robert Sica
Ms. Sally D'Aloisio (non-board member)

Mr. Mulkerin moved, seconded by Mr. Raja, that in the absence of any other nominations, the nominations be closed and the Secretary instructed to cast a ballot in unanimous election of the nominees for the year 2012 - 2013. After discussion, the motion was unanimously carried.

Mr. Sica presented the recommendations of the Nominating Committee for members of the Board of School Estimate (2) and Alternates (2) for the year 2012 - 2013:

Mr. Mark Finkelstein
Mrs. Dorothy K. Power
Ms. Eileen Palumbo (Alternate)
Mr. Thomas Tighe (Alternate)

Mr. Mulkerin moved, seconded by Raja, that in the absence of any other nominations, the nominations be closed and the Secretary instructed to cast a ballot in unanimous election of the nominees for the year 2012 - 2013. After discussion, the motion was unanimously carried.

COMMITTEE APPOINTMENTS

Mrs. Power appointed Mr. Raja as Chairperson of the Academic, Student, Alumni and Minority Affairs Committee, and Messrs. Finkelstein, Hahn and Oras as committee members.

Mrs. Power appointed Mr. Antisell as Chairperson of the Facilities Committee, and Messrs. Lisicki, Sica and Tighe as committee members.

Mrs. Power appointed Mr. Finkelstein as Chairperson of the Finance Committee, and Messrs. Mulkerin, Tighe and Ms. Palumbo as committee members.

Mrs. Power appointed Mr. Mulkerin as Chairperson of the Human Resources Committee, and Mr. Finkelstein, Ms. Palumbo and Dr. Stewart as committee members.

Mrs. Power appointed Mr. Tighe as Chairperson of the Bylaws Committee, and Messrs. Lisicki and Sica as committee members.

Mrs. Power appointed Mr. Sica as Chairperson of the Nominating Committee, and Mr. Antisell and Mr. Raja as committee members.

Mrs. Power appointed Ms. Palumbo as a representative to the Retail Services Committee.

ANNUAL MEETING RESOLUTIONS

Mr. Sica moved, seconded by Mr. Raja, for adoption of resolutions 1 through 8:

1. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration an award be made to the following firm pursuant to a fair and open process:
 - a. Special Quote #9930 for Legal Counsel:
Wilentz, Goldman & Spitzer P.A., Woodbridge, NJ in accordance with the proposal of October 25, 2012.
2. WHEREAS, There exists a need at Middlesex County College for medical services; and

WHEREAS, The Board of Trustees has retained the UMDNJ/Robert Wood Johnson Medical School Family Practice Group at the rate of \$125 per hour for the purpose of rendering medical services on behalf of the Board of Trustees of Middlesex County College,

NOW, THEREFORE, BE IT RESOLVED, By the Board of Trustees of Middlesex County College as follows:

- a. The Board of Trustees hereby appoints the UMDNJ/Robert Wood Johnson Medical School Family Practice Group to provide medical services for the period extending from November 13, 2012 through November 20, 2013, and the UMDNJ/Robert Wood Johnson Medical School Family Practice Group has agreed to serve and be compensated for the reasonable value of its services.
 - b. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the County College Contracts Law because UMDNJ/Robert Wood Johnson Medical School Family Practice Group is comprised of physicians of the State of New Jersey and the practice of medicine is regulated by the laws of the State of New Jersey.
3. WHEREAS, It is deemed appropriate for Middlesex County College to have a Public Agency Compliance Officer designated; and

WHEREAS, The College shall designate such an officer or employee to serve as its Public Agency Compliance Officer pursuant to N.J.A.C. 17:27-3.5; and

WHEREAS, Said Officer shall perform duties as prescribed by the rules and regulations of the United States and the State of New Jersey to assure compliance of College operations,

NOW, THEREFORE, BE IT RESOLVED, That Walter A. DeAngelo, Director, Human Resources, be appointed as Public Agency Compliance Officer for the period November 13, 2012 through November 20, 2013 for Middlesex County College; and

BE IT FURTHER RESOLVED, That a copy of this appointment be forwarded to the State of New Jersey, Office of the Treasury, Division of Contract Compliance & Equal Opportunity Office, pursuant to N.J.A.C. 17:27-3.5.
4. That the Home News Tribune of East Brunswick, New Jersey be designated as the Official newspaper for publication of all legal notices affecting the College or the Board of School Estimate.
5. That:
 - a. The Board of Trustees hereby designates the fourth Wednesday of each month, except for the months of December 2012, March and November 2013, as the dates of its regular meetings, and unless otherwise modified by resolution of this Board, the Agenda Session of the Board shall commence at 8:30 a.m. and shall be held in the Boardroom,

Chambers Hall. The regular meeting shall follow at 9:00 a.m. on the campus of Middlesex County College, Woodbridge Avenue, Edison Township, New Jersey. The dates of the Board meetings for the 2012-13 year are as follows:

December 19, 2012	June 26, 2013
January 23, 2013	July 24, 2013
February 27, 2013	August 28, 2013
March 13, 2013	September 25, 2013
April 24, 2013	October 23, 2013
May 22, 2013	November 20, 2013

- b. The Board of Trustees hereby designates November 20, 2013 as the date for its Annual Meeting, and such Annual Meeting shall commence at 9:00 a.m. and shall be held in the Boardroom, Chambers Hall, located on the campus of Middlesex County College, 2600 Woodbridge Avenue, Edison Township, New Jersey.
- c. Except as hereinafter provided, notice of regular and special meetings of the Board of Trustees shall be posted 48 hours in advance at the following location:
 - Lobby of Chambers Hall Building
- d. A copy of this resolution, together with advance notice of regular and special meetings of the Board of Trustees, shall be mailed to the official newspaper.
- e. A copy of advance notice of regular and special meetings of the Board of Trustees shall be filed with the Clerk of the County of Middlesex and the President of Middlesex County College.
- f. Any person may request in writing that the Board of Trustees mail to him/her a copy of the schedule of regular meetings of the Board of Trustees, and/or advance written notice of regular, special or rescheduled meetings of the Board of Trustees, and such scheduled and/or advance notice shall be mailed to such person. All requests made pursuant to this paragraph shall terminate at 9:00 a.m. on November 13, 2012, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees.

6. WHEREAS, The Middlesex County College requires the use of financial institutions in order to provide for financial transactions,
and

WHEREAS, Financial institutions are certified by the Governmental Unit Deposit Protection Act,

NOW, THEREFORE, BE IT RESOLVED, That the following financial institution be designated as official depository of funds
and is authorized to acquire and dispose of securities of Middlesex County College:

Wells Fargo, Edison, NJ

and that the following financial institution be authorized to acquire and dispose of securities of Middlesex County College:

State of NJ Cash Management Fund, Trenton, NJ

Such additional financial institution as the college administration shall recommend to the Board of Trustees and the Board
shall approve.

and that the signatories for transactions with the above financial institutions be any two of the following for transactions in excess of
\$5,000.00:

President
Vice President for Academic and Student Affairs
Vice President for Finance and Administration
Vice President Institutional Advancement
Controller

and that the signatories for transactions with the above financial institutions be one of the following for transactions less than or equal
to \$5,000.00:

President
Vice President for Academic & Student Affairs
Vice President for Finance and Administration
Vice President Institutional Advancement
Controller

7. WHEREAS, It is deemed appropriate for Middlesex County College to have designated contracting agents; and

WHEREAS, The College shall designate such officers or employees to serve as its contracting agents pursuant to N.J.S.A. 18:64A-25.3;

NOW, THEREFORE, BE IT RESOLVED, That the following be designated as contracting agents for Middlesex County College:

President
Vice President for Academic & Student Affairs
Vice President for Finance and Administration
Vice President Institutional Advancement
Director of Purchasing and Inventory

8. That all existing and revised policies of the Board of Trustees be affirmed for the year commencing November 13, 2012 to November 20, 2013.

After discussion, the motions were approved.

There being no further business, the Annual meeting adjourned at 9:06 a.m. The next Annual meeting of the Board will take place on Wednesday, November 20, 2013, in the Chambers Hall Boardroom located on the campus of Middlesex County College.

ROBERT SICA
Secretary

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