

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Annual Meeting of November 13, 2017

The scheduled annual meeting of the Board of Trustees of Middlesex County College was held at 9:30 a.m. in the Boardroom of Chambers Hall, located on the College campus. Members present were: Mmes. Brannigan, Hernandez-Manno, and Power and Messrs. Finkelstein, Lisicki, Mulkerin, Oras, Raja, Sica, Taffet and Tighe. Ms. Palumbo participated telephonically. Also present were President La Perla-Morales, 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 March 30, 2017, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On March 30, 2017, advance written notice of this meeting was e-mailed to the Home News Tribune and The Star Ledger.
- (c) On March 30, 2017, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On March 30, 2017, 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 for Chairman for the 2017-2018 year as follows:

Mrs. Dorothy K. Power

Mr. Sica moved, seconded by Mr. Taffet, 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 year 2017-2018. After discussion, the motion was unanimously carried.

Mr. Sica presented the recommendations of the Nominating Committee for the year 2017-2018 as follows:

Slate of Officers

Vice Chair
Treasurer
Secretary
Assistant Secretary
*Non-Board member

Board Members

Mr. Mark Finkelstein and Mr. Thomas Tighe
Ms. Eileen Palumbo
Mr. Robert P. Sica
Ms. Sally D'Aloisio *

Mr. Tighe moved, seconded by Mr. Mulkerin, that in the absence of any other nominations, the nominations be closed and the Secretary instructed to cast a ballot. For the office of Vice Chair, the vote cast for Mr. Finkelstein was nine, the vote cast for Mr. Tighe was three. For the office of Treasurer, the vote cast for Ms. Palumbo was twelve. For the office of Secretary, the vote cast for Mr. Sica was eleven and one abstention.

Mr. Sica presented the recommendations of the nominating Committee for members of the board of School Estimate (2) and Alternates (2) for the year 2017-2018:

Mrs. Dorothy K. Power	Representative
Mr. Mark Finkelstein	Representative
Ms. Eileen K. Palumbo	Alternate
Ms. Yasmin Hernandez-Manno	Alternate

In the absence of any other nominations, the nominations were closed and the Secretary instructed to cast a ballot in unanimous election of the nominee for the year 2017-2018. 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 Mr. Tighe and Mmes. Brannigan, and Hernandez-Manno as committee members.

Mrs. Power appointed Mr. Sica as Chairperson of the Facilities Committee, and Ms. Hernandez-Manno and Messrs. Finkelstein and Taffet as committee members.

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

Mrs. Power appointed Ms. Palumbo as Chairperson of the Human Resources Committee, and Messrs. Finkelstein, Mulkerin and Oras as committee members.

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

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

ANNUAL MEETING RESOLUTIONS

Mr. Taffet moved, seconded by Mr. Lisicki, 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 of Finance and Administration that the contract shall be continued for the second year of its term to the following firm:
 - a. Special Quote # 10339 for Legal Counsel:
Wilentz, Goldman & Spitzer P.A., Woodbridge, NJ in accordance with the proposal of October 20, 2016.

2. WHEREAS, There exists a need at Middlesex County College for medical services; and

WHEREAS, The Board of Trustees has retained the Rutgers, the State University of New Jersey/Family Medicine at Monument Square 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 Rutgers, the State University of New Jersey/Family Medicine at Monument Square to provide medical services for the period extending from November 14, 2017 through November 13, 2018, and Rutgers, the

State University of New Jersey/Family Medicine at Monument Square 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 Rutgers, the State University of New Jersey/Family Medicine at Monument Square 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 James Kinney, Director, Labor Relations and Compliance, be appointed as Public Agency Compliance Officer for the period November 14, 2017 through November 13, 2018 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 Somerville, 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 third Wednesday of each month, except for the months of December 2017, September 2018, and November 2018, 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 9:30 a.m. on the campus of Middlesex County

College, Woodbridge Avenue, Edison Township, New Jersey. The dates of the Board meetings for the 2017-2018 year are as follows:

December 18, 2017	June 20, 2018
January 17, 2018	July 18, 2018
February 21, 2018	August 15, 2018
March 21, 2018	September 17, 2018
April 18, 2018	October 17, 2018
May 16, 2018	November 13, 2018

- b. The Board of Trustees hereby designates November 13, 2018 as the date for its Annual Meeting, and such Annual Meeting shall commence at 9:30 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 9:30 a.m. on November 13, 2017, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees.

- 6. WHEREAS, 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 process credit and debit card transactions for Middlesex County College:

TD Bank, N.A., Parsippany, 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 institutions 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 policies of the Board of Trustees be affirmed for the year commencing November 13, 2017 to November 13, 2018.

After discussion, the motion was unanimously adopted.

There being no further comments or business, Mr. Lisicki moved, seconded by Mr. Mulkerin that the Annual Organization meeting be adjourned at 9:47 a.m.

ROBERT P. SICA
SECRETARY

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