

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Annual Meeting of November 20, 2018

The rescheduled annual meeting of the Board of Trustees of Middlesex County College was held at 9:30 a.m. in College Center, the Corral, located on the College campus. Board Members present were: Mmes. Buteas, Palumbo, and Power and Messrs. Anderson, Finkelstein, Giannini, Oras, Raja, Sica, and Taffet. Judge Daley was absent. Also present were Interim President Dr. McCormick, Counsel Mr. Hoffman, Assistant Secretary to the Board Ms. D'Aloisio, Vice Presidents Ms. Campbell, Dr. Herron, and Ms. Lawrence, Facilities Executive Director Mr. Drost and Information Technology Executive Director Mr. Morton.

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 October 22, 2018, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On October 22, 2018, advance written notice of this meeting was e-mailed to the Home News Tribune and The Star Ledger.
- (c) On October 22, 2018, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On October 22, 2018, 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 year 2018 – 2019 as follows:

Slate of Officers

Chairman

Vice Chair

Treasurer

Secretary

Assistant Secretary

*Non-Board member

Board Members

Dorothy K. Power

Mark Finkelstein

Eileen Palumbo

Robert P. Sica

Sally D'Aloisio *

Mr. Finkelstein 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 2018 – 2019. 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 2018 - 2019:

Mark Finkelstein	Representative
Dorothy K. Power	Representative
Eileen K. Palumbo	Alternate
Robert P. Sica	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 2018 - 2019. After discussion, the motion was unanimously carried.

COMMITTEE APPOINTMENTS

Mrs. Power appointed Mr. Raja as Chair of the Academic and Student Affairs Committee, and Messrs. Anderson and Giannini, and Ms. Buteas as committee members.

Mrs. Power appointed Mr. Sica as Chair of the Facilities Committee, and Messrs. Finkelstein and Taffet as committee members.

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

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

Mrs. Power appointed Mr. Anderson as Chair of the Bylaws Committee, and Ms. Buteas as a committee member.

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

Mrs. Power appointed Mr. Finkelstein as Chair of the Search Committee, and Mmes. Palumbo and Power and Messrs. Sica and Taffet as committee members.

Mrs. Power appointed Ms. Buteas as Ambassador to the New Jersey Council of Community Colleges.

ANNUAL MEETING RESOLUTIONS

Mr. Sica moved, seconded by Mr. Raja, for adoption of resolutions 1 through 5:

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 made to the following firm pursuant to a fair and open process:
 - a. Special Quote # 10556 for Legal Counsel:
Wilentz, Goldman & Spitzer P.A., Woodbridge, NJ in accordance with the proposal of November 8, 2018.

2. 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 13, 2018 through November 20, 2019 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.

3. 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.

4. That:

- a. The Board of Trustees hereby designates the third Wednesday of each month as the dates of its regular meetings, except January 15, 2019 and June 18, 2019, and unless otherwise modified by resolution of this Board. The Agenda Session of the Board shall commence at 8:30 a.m. and the regular meeting shall commence at 9:30 a.m., except on May 15, 2019 when the Agenda Session shall commence at 5:30 p.m. and the regular meeting shall commence at 7:00 p.m., and unless otherwise modified by resolution of this Board. The meetings shall be held in the Corral, College Center located on the Edison campus of Middlesex County College, 2600 Woodbridge Avenue, Edison Township, New Jersey, except on April 17, 2019, when it shall take place at Middlesex County College New Brunswick Center, 140 New Street, New Brunswick, New Jersey and on October 16, 2019 when in shall take placed at Middlesex County College Perth Amboy Center, 60 Washington Street, Perth Amboy, New Jersey. The dates, times, and locations of Board meetings for the 2018-2019 year are as follows:

Wednesday, December 19, 2018	Edison Campus	8:30 a.m. / 9:30 a.m.
Tuesday, January 15, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.
Wednesday, February 20, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.
Wednesday, March 20, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.
Wednesday, April 17, 2019	New Brunswick Center	8:30 a.m. / 9:30 a.m.
Wednesday, May 15, 2019	Edison Campus	5:30 p.m. / 7:00 p.m.
Tuesday, June 18, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.
Wednesday, July 17, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.
Wednesday, August 21, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.
Wednesday, September 18, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.
Wednesday, October 16, 2019	Perth Amboy Center	8:30 a.m. / 9:30 a.m.
Wednesday, November 20, 2019	Edison Campus	8:30 a.m. / 9:30 a.m.

- b. The Board of Trustees hereby designates November 20, 2019 as the date for its Annual Meeting, and such Annual Meeting shall commence at 9:30 a.m. and shall be held in College Center, The Corral, located on the Edison 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 20, 2019, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees.
5. That all existing and revised policies of the Board of Trustees be affirmed for the year commencing November 2, 2018 to November 20, 2019.

After discussion, the motion was unanimously adopted.

GENERAL

Dr. McCormick noted a draft of the annual report is near completion and will be ready for the Board in December 2018.

Mrs. Power thanked the Board for the honor of continuing as Chair. She remarked on the many changes the Board has undergone this past year; such as becoming a more-involved Board, informative committee meetings, and regular retreats.

There being no further comments or business, Mr. Raja moved, seconded by Ms. Buteas that the Annual Organization meeting be adjourned at 9:37 a.m.

ROBERT P. SICA
SECRETARY

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