



**Board of Trustees Regular Meeting
Tuesday, November 22, 2022 – 5:00 p.m.
Performing Arts Center Atrium**

AGENDA

1. General Institutional Functions

- 1.1 Call to Order
- 1.2 Public Statement: Adequate notice of this meeting specifying the time and location was transmitted via fax, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on Thursday, November 17, 2022, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.
- 1.3 Roll Call / Pledge of Allegiance
- 1.4 Welcome to Guests
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.
- 1.5 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker).

ACTION

- 1.6 Approval/Acceptance of Minutes
 - 1.6.1 Minutes from the Tuesday, October 25, 2022, Regular Board Meeting. (Attachment pgs. 1-5, Resolution No. GI11222022-1)
 - 1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes. (Attachment pgs. 6-9, Resolution No. GI11222022-2)
 - Personnel and Curriculum Committee – November 15, 2022.
 - Audit and Policy Committee – November 15, 2022.
 - Finance and Facilities Committee – November 15, 2022.

Consent Agenda – ACTION/RC

The President recommends items 2.1 - 2.5 for Board approval, as brought forth after discussion and review by Board Committees:

- 2.1 Approval of Personnel Items
 - 2.1.1 October 9, 2022 – November 10, 2022 Personnel Actions. (Attachment pgs. 10 & 11, Resolution No. P11222022-1)
- 2.2 Approval of Curriculum Items – None this Month

- 2.3 Approval of Policy Items – None this month for consent agenda
- 2.4 Approval of Finance Items
 - 2.4.1 Securing Our Children’s Future Board Resolution. Resolutions have already been adopted by our Board of Trustees and the County Commissioners, however, the New Jersey Educational Facilities Authority/OSHE has asked for additional information in our Board Resolution (i.e.- last month asked for authorized signatories, and this month asked that we insert the reimbursement date of June 29, 2022 for Project costs). (Attachment pgs. 12-14, Resolution No. BFF11222022-1)
 - 2.4.2 Sign Language Interpretation Services for Spring Term. Sign Language Interpretation Services as required by ADA laws. Spring Term is estimated at \$35,000 to \$50,000 contingent on the number of students and their course load. One Bid was received from current supplier - Sign Language Resources. \$85/hr. year 1, \$90/hr. year 2 – base price; \$90/hr. year 1, \$100/hr. year 2 – 5pm – 8pm, weekends and holidays. (additional fees attached per quote) (OPEX). (Attachment pgs. 15 & 16, BFF11222022-2)
- 2.5 Approval of Facilities Items
 - 2.5.1 MTEC Roadway Repairs -- Murray Paving and Concrete LLC in the Amount of \$48,881.59 (Chapter 12). This was approved by the committee last month to move forward to the Board of Trustees but was left off the Board meeting agenda by accident. (Attachment pgs. 17-25, Resolution No. BFF11222022-3)
 - 2.5.2 Theater Audio and Projection Upgrade – Generations Services in the amount of \$74,973.39 (\$60,000 Chapter 12, \$14,973.39 OPEX). (Attachment pgs. 26-37, Resolution No. BFFF11222022-4)

3. Policy

- ACTION/RC** 3.1 Second Reading (and adoption) of Amended Board of Trustees Bylaws. Packet includes red-lined bylaws, and a final copy with changes incorporated into the document. (Attachment pgs. 38-76, Resolution No. AP11222022-1)

4. Finance – ACTION/RC

- ACTION/RC** 4.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – October 31, 2022, Four Months YTD FYE June 30, 2023. (Attachment pgs. 77-95, Resolution No. GI11222022-3)

5. Reports

- 5.1 Correspondence File. (Attachment pgs. 96-98)

6. Presentations – None this month.

7. Courtesy of the Floor on General Matters (Public Session-5 Minutes per Speaker)

8. Other Business

Discussion / Reports / Announcements:

8.1 Trustee Activity Update

8.2 Alumni Trustee Report

8.3 President's Report

8.4 Chair's Comments

8.5 The next meeting of the Board of Trustees will take place Tuesday, January 24, 2023, at 5:00 p.m. in the Performing Arts Center Atrium.

9. Executive Session – Personnel Matters – The College President's Evaluation.

10. Adjournment