



**Board of Trustees Regular Meeting
Tuesday, March 23, 2021 – 5:00 p.m. – Zoom Virtual Meeting**

Join Zoom Meeting
<https://zoom.us/j/94855646941?pwd=M3ExYVNFOGtxdjFacmlyeG1oWk5mQT09>
Dial in 1(929) 205-6099
Meeting ID: 948 5564 6941
Passcode: 445252

AGENDA

1. General Institutional Functions

- 1.1 Call to Order
- 1.2 Public Statement: 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 Wednesday, March 17, 2021, 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. Members of the public may make public comments through audio and video. 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 remote meeting with the same time restrictions of all public comments at the meeting. Duplicative comments may be summarized at the discretion of the Board of Trustees Chair.

Members of the public must remain on mute during remote meetings, until such time that they address the Board of Trustees.

- 1.5 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker).

ACTION

- 1.6 Approval/Acceptance of Minutes: (Attachment pgs. 1-)
 - 1.6.1 Minutes from the Tuesday, February 23, 2021 Regular Meeting. (Attachment pgs.1-5, Resolution No. GI03232021-1)
 - 1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, March 16, 2021. (Attachment pgs. 6-11, Resolution No. GI03232021-2)
 - Personnel and Curriculum Committee
 - Audit and Policy Committee
 - Finance and Facilities Committee

2. **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 Monthly Personnel Actions (Attachment pgs. 12 & 13), Resolution No. P03232021-1)
- 2.2 Approval of Curriculum Items – None this month.
- 2.3 Approval of Policy Items
 - 2.3.1 Policy No. 200.49 Vaccination Policy (New) (Attachment pg. 14, Resolution No. CI03232021-1)
 - 2.3.2 Policy No. 200.33 Insurance Benefits and Pension Policy (3-year review) (Attachment pg. 15, Resolution No. CI03232021-2)
 - 2.3.3 Policy No. 200.34 Worker's Compensation Policy (3-year review) (Attachment pg. 16, Resolution No. CI03232021-3)
 - 2.3.4 Policy No. 200.35 Termination of Employment Policy (3-year review) (Attachment pgs. 17, Resolution No. CI03232021-4)
- 2.4 Approval of Finance Items
 - 2.4.1 February, 2021 Purchases Over \$10k Report. (Attachment pg. 18, Resolution No. BFF03232021-1)
 - 2.4.2 Adobe License Renewal – Renewal for 78 licenses plus 3 new licenses – Total 81 for \$19,707.30. OPEX Funded. (Attachment pgs. 19-22, Resolution No. BFF03232021-2)
 - 2.4.3 Football Lockers – 94 lockers for football locker room – to be installed in former “pool house” – \$70,077.85. HEERF II Funded. (Attachment pgs. 23-26, Resolution No. BFF03232021-3)
 - 2.4.4 Machine Tool Equipment – Award to Allendale Machinery Systems, in an Amount up to \$125,000. (Perkins Funded). (Attachment pgs. 27-30, Resolution No. BFF03232021-4)
 - 2.4.5 Microsoft Software License Renewal, with Dell, One Year (4/1/21-3/31/22), in the Amount of \$23,647.00. OPEX Funded. (Attachment pgs. 31 & 32, Resolution No. BFF03232021-5)
- 2.5 Approval of Facilities Items
 - 2.5.1 Landscaping Services Bid – 3-year contract award for mowing and landscaping services, for main campus and MTEC – J. Kramer Landscaping & Snowplowing, LLC – see procurement memo for rates. (Attachment pgs. 33-35, Resolution No. BFF03232021-6)

3. Finance

- ACTION/RC** 3.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – February 28, 2021 Eight Months YTD, FYE June 30, 2021, (Attachment pgs. 36-54, Resolution No. G103232021-3)

4. Reports

- 4.1 Correspondence File (Attachment pgs. 55-57)

5. Presentations

- 5.1 Amy Rude, Assistant Director of Student Engagement – Coffee Talks Series

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

7. Other Business

Discussion / Reports / Announcements:

- 7.1 Trustee Activity Update
- 7.2 Alumni Trustee Report
- 7.3 President's Report
- 7.4 Chair's Comments
- 7.5 The Next Regular Meeting of the Board of Trustees Will Take Place Tuesday, April 27, 2021, at 5:00 p.m. Location or Virtual Meeting TBD.

8. Executive Session

Now be it resolved that the Board of Trustees will now go into an Executive Session to discuss matters pertaining to legal, contractual, and personnel matters. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist, however it is not presently known if and when that will be.

It is expected that the Executive Session shall last approximately 60 minutes and it is not expected that action shall be taken.

9. Adjournment