



**Board of Trustees Regular Meeting  
Tuesday, June 22, 2021 – 5:00 p.m. – Zoom Virtual Meeting**

Join Zoom Meeting  
<https://zoom.us/j/92921928258?pwd=ZHkyMzQrTTNYZG9JSmtDU2dkcndaUT09>  
Meeting ID: 929 2192 8258  
Passcode: 281249  
1 (929) 205-6099

**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 Thursday, June 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
  - 1.6.1 Minutes from the Tuesday, May 25 Regular Meeting. (Attachment pg. , Resolution No. GI06222021-1)
  - 1.6.2 Minutes from the Tuesday, May 25, 2021 Executive Session. (Attachment pg. , Resolution No. GI06222021-2)

1.6.3 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, June 15, 2021. (Attachment pgs. , Resolution No. GI06222021-3)

- 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 June, 2021 Personnel Actions (Attachment pgs. , Resolution No. P062221-1)
  - 2.1.2 Professional Support Staff Bargaining Agreement MOA, July 1, 2021- June 30, 2024. (Attachment pg. , Resolution No. P06222021-2)
  - 2.1.3 Professional Support Staff Annual Reappointments and Salaries, July 1, 2021-June 30, 2022. (Attachment pg. , Resolution No. P06222021-3)
  - 2.1.4 Professional Staff Annual Reappointments and Salaries, July 1, 2021- June 30, 2022. (Attachment pg. , Resolution No. P06222021-4)
  - 2.1.5 Faculty Annual Reappointments and Salaries, July 1, 2021-June 30, 2022. (Attachment pg. , Resolution No. P06222021-5)
  - 2.1.6 Non-Union Annual Reappointments and Salaries, July 1, 2021-June 30, 2022. (Attachment pg. , Resolution No. P06222021-6)
- 2.2 Approval of Curriculum Items – None This Month.
- 2.3 Approval of Policy Items – The Following Policies are Being Brought Forward for 3-Year Review:
  - 2.3.1 Policy No. 401.1 Stale Dated Checks. (Attachment pgs. , Resolution No. AP06222021-1)
  - 2.3.2 Policy No. 401.3 Annual Budget. (Attachment pgs. , Resolution No. AP06222021-2)
  - 2.3.3 Policy No. 401.4 Financial Reporting. (Attachment pgs. , Resolution No. AP06222021-3)
- 2.4 Approval of Finance Items
  - 2.4.1 May, 2021 Purchases Over \$10k Report. (Attachment pg. , Resolution No. BFF06222021-1)
  - 2.4.2 Board Designated Funds. (Attachment pg. , Resolution No. BFF0622021-2)
  - 2.4.3 Fiscal Year 21/22 Blanket Purchase Orders Exceeding \$17,500. (Attachment pg. , Resolution No. BFF06222021-3)

2.4.4 Application to Apply for the Carl D Perkins Career and Technical Education Perkins V Grant for FY 2022 in the Amount of \$221,818.00, Starting on July 1, 2021 and Ending on June 30, 2022. (Attachment pg. , Resolution No. BFF06222021-4)

2.4.5 Culinary Equipment Bid. (Attachment pg. , Resolution No. BFF06222021-5)

2.5 Approval of Facilities Items

2.5.1 On-Call Electrical Services – Two Years, Generations Services Inc. – Pompton Plains, NJ – 0% markup over prevailing wage rates and materials. OPEX Funded. (Attachment pg. , Resolution No. BFF06222021-5)

2.5.2 Architectural Services – Wrestling/Multi-Purpose Facilities -- Charles Schaffer Associates, LLC. (Attachment pgs. , Resolution No. BFF06222021-6)

Phase 1: Architectural services for a 3600 sf wrestling/multi-purpose building to be located behind Building E.

Phase 2: Architectural services for 3250sf men’s and women’s restroom/locker room facility to be located between the gymnasium and new wrestling/multi-purpose building.

Phase 1: \$35,000 - Chapter 12 Funded  
Phase 2: \$55,000 - CARES Act Funded

2.5.3 On-Call Plumbing Services – Two Years, Aero Plumbing & Heating Co. – Vienna, NJ - 0% markup over prevailing wage rates, 5% markup over Materials. OPEX Funded. (Attachment pgs. , Resolution No. BFF06222021-7)

2.5.4 Building A Security Upgrades – Open Systems Integrators. Change Order # 1 – Building A Security Upgrades in the Amount of \$31,642.00. Furnish and install additional door security hardware and access readers. Chapter 12 Funded. (Attachment pgs. , Resolution No. BFF06222021-8)

**3. Personnel**

**ACTION/RC** 3.1 Recommendation: Rescind President’s Contract Dated September 1, 2018, and Replace with Contract Dated June 8, 2021, for the Term of June 2021 – October 2023. (Emailed, Resolution No. P06222021-7)

**ACTION/RC** 3.2 Recommendation: Approval of Emeritus Status for Retired Faculty Member, Naomi Miller. (Attachment pg. , Resolution P06222021-8)

**4. Finance**

**ACTION/RC** 4.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – Financial Statements – April 30, 2021, Ten Months YTD, FYE June 30, 2021. (Attachment pgs. , GI06222021-4)

**5. Reports**

5.1 Correspondence File (Attachment pgs. )

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 – None this month.

8.3 President's Report

8.4 Chair's Comments

8.5 The Next Regular Meeting of the Board of Trustees Will Take Place Tuesday, July 27, 2021, at 5:00 p.m. Location TBD.

9. **Executive Session** – None this Month.

10. **Adjournment**