

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES' SPECIAL MEETING
APRIL 26, 2022

MINUTES

I. Call to Order

The Special Meeting of the Board of Trustees of Raritan Valley Community College was held via Zoom Webinar on Tuesday, April 26, 2022. Chair Caren Bateman called the meeting to order at 5:00 p.m., and made the following statement in compliance with the Open Public Meetings Act of the State of New Jersey:

“Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act of the State of New Jersey.”

II. Roll Call of Members

The roll call was taken as follows:

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|--------------------------|---------------------|
| Present: Caren Bateman | Absent: Roger Jinks |
| Thomas Borkowski | Nidhi Makhija |
| Lauren Ciotola | |
| Zenon Christodoulou | |
| W. Timothy Howes | |
| Paul J. Hirsch | |
| Roger Locandro | |
| Howard Opdyke | |
| Margaret Sullivan | |
| Helena Swanicke | |
| Juan Torres | |
| James Von Schilling | |
| Tracy DiFrancesco Zaikov | |

Also in attendance: Michael J. McDonough, President; Richard Flaum, Esq., College Counsel; and members of the faculty, administration, and staff.

A quorum was present.

III. Agenda Items

Trustee Roger Locandro presented Consent Agenda Resolutions #222-2022 through #225-2022. The Resolutions were moved by Trustee Helena Swanicke, seconded by Trustee Thomas Borkowski, and approved unanimously by voice vote.

Chair Caren Bateman and other members of the Board commented on the tremendous amount of effort that went into this year's budget and further praised President McDonough and his team for their hard work and continuous and transparent communication with Board members, the County Commissioners, and the entire College community.

Resolution #222-2022 Operating Budget FY 2022/2023

WHEREAS, the President and Executive staff of the College have reviewed the various budgetary requests in the preparation of the FY 2022/2023 Operating Budget for Raritan Valley

Community College and presented same to the Finance Committee of the Board of Trustees of Raritan Valley Community College; and

WHEREAS, the Finance Committee has thoroughly examined and reviewed the proposed operating budget for the College for the fiscal year beginning July 1, 2022 and ending June 30, 2023; and

WHEREAS, the Finance Committee recommends adoption of the proposed budget to the Board of Trustees and deems the amounts requested as necessary to continue operating the College during 2022/2023.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College does hereby adopt a total operating expense budget for the fiscal year 2022/2023 of \$54,006,000; and

BE IT FURTHER RESOLVED, that the Secretary of the Board of Trustees is hereby instructed and authorized to prepare and deliver to each member of the Board of School Estimate of Raritan Valley Community College a copy of this Resolution duly certified by the Chairman and said Vice President of Finance & Facilities.

/s/ Caren Bateman, Chairwoman

/s/ John Trojan, VP of Finance & Facilities

Resolution #223-2022 Major Capital Budget FY 2022/2023

WHEREAS, the President and Executive staff of the College have prepared a major Capital Budget request for 2022/2023 and presented same to the Finance Committee of the Board of Trustees of Raritan Valley Community College; and

WHEREAS, the Finance Committee has examined and reviewed the proposed Capital Budget of \$9,266,333 for the College for 2022/2023;

WHEREAS, the Finance Committee has determined that components of this request relate primarily to building and infrastructure projects;

WHEREAS, funding is expected to be provided through the State Chapter 12 program in the amount of \$3,933,000 and through The Securing Our Children's Future Bond Act in the amount of \$5,333,333;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College does hereby adopt a Capital Budget for the 2022/2023 year of \$9,266,333; and

BE IT FURTHER RESOLVED, that the Secretary of the Board of Trustees is hereby instructed and authorized to prepare and deliver to each member of the Board of School Estimate of Raritan Valley Community College a copy of this Resolution duly certified by the Chairman and said Vice President of Finance & Facilities.

/s/ Caren Bateman, Chair

/s/ John Trojan, VP of Finance & Facilities

Resolution #224-2022 Minor Capital Budget FY 2022/2023

WHEREAS, the President and Executive staff of the College have prepared a Minor Capital Budget request for 2022/2023 which is designated primarily for technology, other instructional and building related equipment and presented same to the Finance Committee of the Board of Trustees of Raritan Valley Community College; and

WHEREAS, the Finance Committee has examined and reviewed the proposed Minor Capital Budget of \$750,000; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College does hereby adopt a Minor Capital Budget for the 2022/2023 year of \$750,000; and

BE IT FURTHER RESOLVED, that the Secretary of the Board of Trustees is hereby instructed and authorized to prepare and deliver to each member of the Board of School Estimate of Raritan Valley Community College a copy of this Resolution duly certified by the Chairman and said Vice President of Finance & Facilities.

/s/ Caren Bateman, Chair

/s/ John Trojan, VP of Finance & Facilities

Resolution #225-2022 Chapter 12 FY 2022/2023

WHEREAS, the College requires the completion of several projects to support academic programming and major infrastructure repairs; and

WHEREAS, up to \$3,933,000 has been allocated by the State and the NJ Council of Community Colleges through the Chapter 12 Capital Program in the upcoming fiscal year, 2022/2023, to be used by Raritan Valley Community College for these projects; and

WHEREAS, the President and the administrative staff of the College have prepared a Chapter 12 budget request for the fiscal year July 1, 2022 through June 30, 2023 and presented it to the Board of Trustees of Raritan Valley Community College (see attached project list);

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the President to submit an application for Chapter 12 funds in an amount up to \$3,933,000 for the aforementioned capital projects; and

BE IT FURTHER RESOLVED, that the President is authorized to take the necessary actions as required to secure this funding for the College; and

BE IT FURTHER RESOLVED, that the Secretary of the Board of Trustees is hereby instructed to prepare and deliver to each member of the Board of School Estimate of said Raritan Valley Community College a copy of this Resolution duly certified by the Chairman and said Secretary of said Board as and for a statement of the estimated cost of said purpose herein above described and of the amount of money estimated by the Board to be needed for said purpose.

/s/ Caren Bateman, Chair

/s/ John Trojan, VP of Finance & Facilities

IV. Public Questions/Comments.

Chair Bateman read the following statement into record:

“The Board will take any comments from the public at this time. The Board will not respond to comments made and speakers are limited to two minutes.”

There were no public comments at the time.

V. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 5:06 p.m.

Respectfully submitted,

Sheri Lang Pontarollo
Manager, Executive Office and
Secretary to the RVCC Board of Trustees