

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES' SPECIAL MEETING
MARCH 21, 2017

MINUTES

I. Call to Order

The Special Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, March 21, 2017, at Raritan Valley Community College, Route 28 and Lamington Road, Branchburg Township, North Branch, New Jersey.

Chairman Robert P. Wise called the meeting to order at 5:15 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:

Attendees:	Gary Hazard	Absent:	Caren Bateman
	Paul J. Hirsch		Lisa D. Midgette
	W. Timothy Howes		Thomas Wilson
	Michael Kalafer		
	Catherine Hebson McVicker		
	Kevin Rosero		
	Juan Torres		
	Margaret Windrem		
	Robert P. Wise		
	Tracy DiFrancesco Zaikov		

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

A quorum was present.

III. Agenda Items

Trustee Margaret Windrem presented the following resolutions:

Resolution #46-2017 – 2017/2018 Operating Budget

WHEREAS, the President and Executive staff of the College have reviewed the various budgetary requests in the preparation of the FY 2017/2018 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, 2017 and ending June 30, 2018; 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 2017/2018.

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 2017/2018 of \$54,925,000; 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/ Robert P. Wise, Chairman
/s/ John Trojan, VP of Finance & Facilities

The Resolution was moved by Trustee Windrem, seconded by Trustee Hirsch, and approved Unanimously by voice vote.

Resolution #47-2017 – 2017/2018 Major Capital Budget

WHEREAS, the President and Executive staff of the College have prepared a major Capital Budget request for 2017/2018 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 \$3,200,000 for the College for 2017/2018;

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College does hereby adopt a Capital Budget for the 2017/2018 year of \$3,200,000; 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/ Robert P. Wise, Chairman
/s/ John Trojan, VP of Finance & Facilities

The Resolution was moved by Trustee Windrem, seconded by Trustee Howes, and approved unanimously by voice vote.

Resolution #48-2017 – 2017/2018 Minor Capital Budget

WHEREAS, the President and Executive staff of the College have prepared a Minor Capital Budget request for 2017/2018 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 2017/2018 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/ Robert P. Wise, Chairman
/s/ John Trojan, VP of Finance & Facilities

The Resolution was moved by Trustee Windrem, seconded by Trustee McVicker, and approved unanimously by voice vote.

Resolution #49-2017 – Chapter 12 Budget

WHEREAS, the College requires the completion of several projects to support academic programming

and major infrastructure repairs; and

WHEREAS, up to \$3,200,000 has been allocated by the State and the NJ Council of Community Colleges through the Chapter 12 Capital Program in the upcoming fiscal year, 2017/2018, 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, 2017 through June 30, 2018 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 \$3,200,000 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/ Robert P. Wise, Chairman

/s/ John Trojan, VP of Finance & Facilities

The Resolution was moved by Trustee Windrem, seconded by Trustee Hazard, and approved unanimously by voice vote.

IV. Public Questions/Comments.

Chairman Wise 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 was no public comment at the time.

V. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 5:20 p.m.

Respectfully submitted,

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