

Atlantic Cape Community College
Board of Trustees
Reorganization Meeting Minutes
November 19, 2024

I. Call to order by Chairperson

- Chairperson Byrne called the annual Reorganization Meeting of the Board of Trustees of Atlantic Cape Community College to order on November 19, 2024 at 6:00PM.

II. Statement by Secretary confirming adequate notice of meeting

- McAlister read the statement of adequate notice:
 - o In compliance with the “Open Public Meetings Act” of the State of New Jersey, adequate notice of the regular meeting of the Board of Trustees was provided in the following manner:
 - o On October 28, 2024, advance written notice of the November 19, 2024 reorganization meeting was emailed to all persons who requested such notices, posted on the Board of Trustees website and the College’s Calendar, emailed to the clerks of Atlantic and Cape May counties and the clerks of the Board of Commissioners of Atlantic and Cape May counties, and posted in the *Press of Atlantic City* on December 12, 2023 and the *Cape May County Herald* on December 13, 2023.

III. Roll Call

- McAlister provided a roll call for board members and marked others in attendance.

Board Members:

- ✓ Ellen Byrne
- ✓ Haniyah Bey
- ✓ Flora Castillo
- ✓ Christina Clemans (phone)
- X Dave Coskey
- X Dr. Thomas Dawson
- ✓ Dr. Judith DeStefano
- ✓ Ambrose Gray
- ✓ Monica Kyle
- ✓ Daniel Money
- ✓ Donald J. Parker
- X Mark Sandson
- ✓ Maria Ivette Torres
- X Brigitte White
- ✓ Leslie White-Coursey

College Personnel:

- ✓ Dr. Barbara Gaba, President
- ✓ Laura Batchelor, Chief Marketing Officer
- ✓ Lizbeth Castro-James, Director of Worthington Atlantic City Campus & Community Outreach
- ✓ Dr. Natalie Devonish, Vice President of Student Affairs and Enrollment Management
- ✓ Tom Hendrixson, Executive Director, Human Resources
- ✓ Leslie Jamison, Chief Financial Officer
- ✓ Dr. Josette Katz, Senior Vice President, Academic Affairs
- ✓ Jean McAlister, Chief of Staff and Chief Advancement Officer
- ✓ Dr. Vanessa O’Brien-McMasters, Vice President, Institutional Effectiveness and Chief Strategy Officer
- ✓ John Piazza, Chief Information Officer
- ✓ Dominic Sambucci, Chief Business Officer

Legal Counsel:

- ✓ Will Donio, Esq.

Public in Attendance:

- ✓ Guy DeFalco, guest of Cindy DeFalco
- ✓ Dr. Aaron Fitchner, President of the New Jersey Council of Community Colleges (NJCCC)
- ✓ Raymond Maldonado, guest of Nick Maldonado
- ✓ Susie Maldonado, guest of Nick Maldonado
- ✓ Mark Stein, guest of Lisa Stein

Students in Attendance:

- ✓ Michelle Esochagi, Engineering Student
- ✓ Dylan Joseph, Engineering Student
- ✓ Nick Maldonado, Men's Soccer Athlete
- ✓ Brandon Tauscher, Physics Student
- ✓ Chris Walia, Physics Student

Faculty and Staff in Attendance:

- ✓ Cindy DeFalco, Director, Human Resources
- ✓ Chris Mularz, Advancement Officer/Associate Director, Foundation
- ✓ Luis Giovannie Paz, Men's Soccer Head Coach
- ✓ Rosemary Reidy, Executive Assistant, Office of the President & Board of Trustees
- ✓ Lisa Stein, Professor, Early Childhood Education/Development
- ✓ John Stratton, Professor, Physics and Chemistry
- ✓ Dr. Francis Toriello, Assistant Professor, Physics and Chemistry
- ✓ Chris Vallese, Technical Solutions Engineer

IV. Nominations for Chairperson

- Chairperson Byrne thanked the Nominating Committee: Trustee Maria Ivette Torres, Chair; Trustee Castillo; Trustee Dave Coskey; and Trustee Thomas Dawson.
- Chairperson Byrne asked Trustee Torres to present the nominations for Chairperson.
- Trustee Torres stated that the Nominating Committee nominates Trustee Daniel Money, an Atlantic Cape alumnus, for the position of Chairperson of the Board of Trustees.
- Trustee Torres asked if there were any nominations for Chairperson from the Floor. None noted.
 - a. Closing of Nominations
- Trustee Torres motioned to close nominations for Chairperson; Trustee Parker seconded; Trustee Money abstained.
- Motion carried.
 - b. Election of Chairperson
- Trustee Torres made a motion to approve Trustee Money as Chairperson; Trustee Parker seconded; Trustee Money abstained.
- Motion carried.
 - c. Chair turned over to Chairperson by Chairperson pro-tempore
- Chairperson Money stated that it is his pleasure and honor to serve as the Chairperson of the Board of Trustees, and he looks forward to working with the Trustees, Dr. Gaba, and her team as we continue to move the institution forward. Chairperson Money also expressed, as a fellow Alumnus of Atlantic Cape Community College, it is an honor to come full circle in his journey with Atlantic Cape and looks forward to the coming year as Chairperson to the Board of Trustees.

V. Nominations for Vice Chairperson

- Chairperson Money asked Trustee Torres to proceed with the nominations for Vice Chairperson.
- Trustee Torres stated that the Nominating Committee nominates Donald Parker for the position of Vice Chairperson.
- Chairperson Money asked if there were any nominations for Vice Chairperson from the floor. None noted.
 - a. Closing of Nominations
- Chairperson Money motioned to close nominations for Vice Chairperson; Trustee Byrne seconded; Trustee Parker abstained. Motion carried.
 - b. Election of Vice Chairperson
- Trustee Torres motioned to approve Trustee Donald Parker as Vice Chairperson; Trustee Byrne seconded; Trustee Parker abstained. Motion carried.
- Trustee Parker stated he was honored to serve as Vice Chairperson and despite his different journey to Atlantic Cape, he looks forward to service with Chairperson Money in his new role and with his fellow Trustees.

VI. Nominations for Treasurer

- Chairperson Money asked Trustee Torres to proceed with the nominations for Treasurer.
- Trustee Torres stated that the Nominating Committee nominates Trustee Monica Kyle for the position of Treasurer. Trustee Torres stated that Trustee Kyle accepted the nomination on October 30, 2024.
- Chairperson Money asked if there were any nominations for Treasurer from the floor. None noted.
 - a. Closing of Nominations
- Trustee Parker motioned to close nominations for Treasurer; Trustee Castillo seconded; Trustee Kyle abstained. Motion carried.
 - b. Election of Treasurer
- Trustee Torres motioned to approve Trustee Monica Kyle as Treasurer; Trustee Byrne seconded. Motion carried.
- Trustee Kyle expressed she is very honored to serve as Treasurer and work in this new capacity for the Board of Trustees and Atlantic Cape Community College.

VII. Appointment of Secretary of the Board

- Trustee Torres motioned to reappoint Jean McAlister as Secretary of the Board of Trustees; Trustee Money seconded. Motion carried.
- Chairperson Money thanked the Nominating Committee for their work.

VIII. Adoption of Regular Meeting schedule

- Chairperson Money requested adoption of the 2024-2025 meeting schedule as it appears in the packet.

- Trustee Castillo motioned to approve the amend 2024-2025 calendar; Trustee Byrne seconded. Motion carried.

IX. Resolution #54, Banking Depositories

- Trustee Kyle stated that this Resolution is the annual Designation of Banking Depositories/Funds Transfer Agreements presented at the Reorganization meeting and defines the officials authorized as signatories on college checks, the number of signatures required (2), and the dollar amount limits for those signatures. The Resolution also authorizes ACH transfers for payroll and accounts payable liabilities and funds transfer agreements by one of the listed signatories. There are no changes from the prior year.
- Trustee Castillo motioned to approve Resolution #54; Trustee Byrne seconded. Motion carried.

X. Appointments/Recruitment for Standing Committees

- Chairperson Money stated that he is in the process of reviewing the Committee requests and will advise committee assignments in December. He thanked the Trustees for their service on these committees.

XI. Annual Trustee Forms

- Chairperson Money requested that the Board Members complete the annual Code of Ethics Pertaining to Conflicts of Interest for College Trustees disclosure form and return to the Board Secretary. The reorganization packet also contains the Eight Key Principles for Community College Trustees. 2025 Financial Disclosure Statements will require electronic filing in the near future.

XII. Adjournment

- At 6:15PM, Trustee Torres motioned to adjourn; Trustee Parker seconded.
- Motion carried.