

TRENTON STATE COLLEGE CORPORATION

Board of Directors

Minutes

Tuesday, May 19, 2020

Public Meeting via Zoom at <https://tcnj.zoom.us/j/97326005755>.

8:00 a.m.

Present: Brenda Leake, Chair, Michael Dixon, John Donohue, Kathryn Foster, Suchir Govindarajan, Simon Kimmelman, Anne LaBate, Allen Silk, Rodney Thompson

I. Announcement of Compliance

It is hereby announced and recorded that the requirements of the Open Public Meeting Act as to proper notification of time and place of meeting have been satisfied.

The Open Public Meetings Act, or Sunshine Law, requires that the Board notify the public of impending meetings, and that it conduct those meetings in public. While the law does not require public participation in those meetings, the Board of Directors welcomes input from the college community and the general public.

The announcement of meetings is published in the Times of Trenton and the Trentonian. The announcement states that individuals who wish a copy of the agenda may request same by calling (609) 771-3312. The agenda is placed on the door of the Trenton State College Corporation Office at 54 Carlton Avenue, 48 hours prior to the meeting.

The Board approved procedures to be observed by the Trenton State College Corporation Board of Directors in conducting its public meetings. Requests to speak to agenda items are to be registered at least 24 hours in advance of the public meeting. Requests to speak to other items relevant to the Board's powers and duties must be submitted in writing at least one week prior to the Board meeting and should specify in detail the nature of the topic and comments. Forms to register shall be available in the office of the Trenton State College Corporation.

II. Motion to go into closed session

It was moved by Allen Silk and seconded by Anne LaBate that the board go into closed session to discuss personnel actions, property acquisitions, and other items exempt under the Open Public Meetings Act. The motion passed unanimously.

III. Closed Session

IV. Motion to go into open session

It was moved by Anne LaBate and seconded by Allen Silk that the board return to open session. The motion passed unanimously.

V. Approval of Minutes of the January 28, 2020.

It was moved by Allen Silk and seconded by Anne LaBate that the minutes be approved. The motion passed unanimously.

VI. Report of the Chair

Dr. Leake reported the following:

The Executive Committee of the Board of Directors met on May 8th via conference call and discussed the upcoming Board of Directors meeting.

The Trenton State College Corporation closed on the purchase of the VFW located at 293 Green Lane on May 1, 2020 at a purchase price of \$365,000.

VII. Report of the President

Mr. Dixon gave his report.

VIII. New Business

- A. Resolution Approving the FY 2021 Trenton State College Corporation Budget and a Rental Rate Increase of Zero Percent (Attachment A)

It was moved by Anne LaBate and seconded by Allen Silk that the Board of Directors approve FY 2021 Budget Proposal. The motion passed unanimously.

- B. Resolution Approving Waivers of Quotation for Corporation Business Purposes for FY 2021 (Attachment B).

It was moved by Anne LaBate and seconded by Allen Silk that the Board of Directors approve the waivers as outlined in Attachment B. The motion passed unanimously.

- C. Resolution of the Board of Directors of the Trenton State College Corporation Approving a Reserves Policy (Attachment C).

It was moved by Anne LaBate and seconded by Allen Silk that the Board of Directors approve the Reserve Policy as outlined in Attachment C and includes the amendments made in the closed session as follows to Section V.2:

The President of the Corporation will submit a request to use Reserves to the Executive Committee of the Board of Directors, as described in the Corporation bylaws. The request will include the analysis and determination of the use of funds and plans for replenishment. The Chair, on behalf of the Executive Committee, will reply to the President of the Corporation with approval as proposed, or request changes for use of funds and plans for replenishment. The organization's goal is to replenish the

funds used within twelve months to restore the Reserve Fund to the target minimum amount.

The motion passed unanimously.

- D. Resolution Implementing FY 2021 Salary Adjustments for Trenton State College Corporation Employees (Attachment D).

It was moved by Anne LaBate and seconded by Allen Silk that the Board of Directors approve the FY 2021 salary adjustments as outlined in Attachment D. The motion passed unanimously.

- E. Resolution reappointing the following employees for FY2021.

Michael Dixon	President
Scott Allen	Operations Manager
Shawn Kochis	Senior Repairer
Deborah Bedard	Office Manager

It was moved by Anne LaBate and seconded by Allen Silk that the Board of Directors re-appoint the employees outlined above for FY 2021. The motion passed unanimously.

- F. Resolution approving the 2020-2021 Calendar of Public Meetings for the TSC Corporation Board of Directors as follows:

Tuesday, October 20, 2020 8:00 a.m.-10:00 a.m.
Tuesday, January 26, 2021, 8:00 a.m.-10:00 a.m.
Tuesday, March 23, 2021, 8:00 a.m.-10:00 a.m.
Tuesday, May 18, 2021, 8:00 a.m.-10:00 a.m.

It was moved by Anne LaBate and seconded by Allen Silk that the Board of Directors approve the calendar of meetings as outlined above. The motion passed unanimously.

- G. Resolution Appointing Officers to the Trenton State College Corporation Board of Directors for 2020-2021

Anne LaBate, Chair
Brenda Leake, Vice Chair
Simon Kimmelman, Secretary

It was moved by Anne LaBate and seconded by Allen Silk that the Board of Directors appoint the slate of officers outlined above for 2020-2021. The motion passed unanimously.

H. Resolution Honoring Mr. Suchir Govindarajan (Attachment E)

It was moved by Anne LaBate and seconded by Allen Silk that the resolution be approved. The motion passed unanimously.

IX. Adjournment

It was moved by Allen Silk and seconded by Rodney Thompson that the following resolution be approved. The motion passed unanimously.

RESOLVED: That the next public session of the Trenton State College Corporation Board of Directors will be held on Tuesday, October 20, 2020 in Administrative Services Building, Room 103 at 8:00 a.m.

BE IT FURTHER RESOLVED: That this meeting is adjourned.