

**BROOKDALE COMMUNITY COLLEGE**

**Board of Trustees  
Public Business Meeting Minutes**

**December 15, 2020**

**Brookdale Community College  
Zoom Webinar**

- A. Chair Abby-White called the meeting to order at 5:30 P.M. and the group made the Pledge of Allegiance and led a moment of silence in the memory of Dr. Peter Burnham, Major Alf Berg and David Murray.
  
- B. Ms. Gruskos read the following statement: “In compliance with the Open Public Meetings Act, N.J.S. 10:4-6 et seq., advance written notice of this meeting of the Board of Trustees was provided in the following manner:

On December 10, 2020 at 10:30 AM advance written notice of this meeting was posted on the Brookdale Community College website; emailed to *The Asbury Park Press and the Star Ledger* and filed with the Clerk of the County of Monmouth.

Roll Call:

<b>Present</b>	<b>Trustees</b>	<b>Administration:</b>
	<b>Ms. Abby-White, Trustee</b>	Dr. Matthew Reed
	<b>Mr. Dan Becht, Trustee</b>	Ms. Patricia Sensi
	<b>Ms. Suzanne Brennan, Trustee</b>	Dr. Nancy Kegelman
	<b>Dr. Hank Cram, Chair</b>	Dr. Yesenia Madas
	<b>Mr. Paul Crupi, Trustee</b>	Ms. Bonne Passarella
	<b>Ms. Dyese Davis, Trustee</b>	Dr. Joan Scocco
	<b>Ms. Barbara Horl, Trustee</b>	Dr. Anita Voogt
	<b>Mr. Bret Kaufmann, Vice-Chair</b>	Ms. Teresa Manfreda
	<b>Ms. Marta Rambaud, Trustee</b>	Ms. Kathy Kamatani
	<b>Dr. Les Richens, Trustee</b>	Dr. William Burns
	<b>Ms. Hanna Walker, Trustee</b>	Mr. Edward Johnson
	<b>Dr. David Stout, Secretary</b>	Ms. Cynthia Gruskos, Recorder
<b>Absent</b>	<b>Ms. Madeline Ferraro, Trustee</b>	
<b>College Counsel</b>	<b>Mr. Mitch Jacobs, Esq., General and Labor Counsel</b>	

Mr. Jacobs read the statement on giving public comment in a virtual meeting and announced that this meeting is being recorded.

Chair Cram led the Pledge of Allegiance.

Chair Cram read the mission statement: Brookdale Community College empowers a diverse community by providing open access to high quality and cost-effect educational and lifelong learning options with clear paths to personal, educational and economic success.

Dr. Stout led a moment of silence for 3 Brookdalians: Student, Gabe Montalto, former supervisor of our Audio and Visual Department, Ambers Terry Walker, Jr., and hourly employee at our Hazlet and Freehold Higher Education Centers, Susan Burley.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>Adoption of Agenda</b></p> <p>Chair Cram announced that the agenda has been revised to remove the approval of the FY20 Financial Audit. The State hasn't released information that is required to complete the annual financial audit. Once the College has received the information, then the Audit can be completed and approved. The College has filed a request for an extension with the Secretary of Higher Education.</p>	<p>A motion to adopt the revised meeting agenda was made by Trustee Kaufmann and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
<p><b>Resolution in honor of Trustee Becht</b></p> <p><b>Chair Cram announced that tonight we would unfortunately be saying goodbye to Trustee Becht as he has won a seat on the Wall Township Council.</b></p> <p>Trustee Becht was honored with a reading of a resolution. (<i>Attachment A</i>)</p>		
<p><b>Review of Consent Agenda</b></p> <ul style="list-style-type: none"> <li>• <i>Any item may be removed from the consent <b>agenda</b> for discussion by any voting member of the Board of Trustees.</i></li> </ul> <p>1. <b>Adoption of Consent Agenda</b></p>	<p>A motion to adopt the consent agenda was made by Trustee Horl and seconded by Trustee Becht.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<ul style="list-style-type: none"> <li>• <b>Workshop on Enrollment</b></li> </ul> <p><b>Enrollment Projection Process</b> – Dr. Laura Longo, Director, Institutional Research &amp; Evaluation presented on the enrollment projection process utilized to determine projected enrollment in FY22. Her presentation included analysis of the parameters used, as well as the impact of the pandemic. She utilized two models and explained the assumptions, exceptions and data used.</p> <ul style="list-style-type: none"> <li>• <b>Traditional Model 1</b> - Reflects a Decline of -5.1% (221,067.6) Compared to Projected FY21 Student Credit Hours of 232,867.4 (Model Uses Projected FY21 Student Credit Hours (232,867.4) plus Four Years of Actual Prior Data)</li> <li>• <b>COVID Model 2</b> – Reflects a Decline of -1.9% Compared (220,832.2) to “COVID” Estimate of FY21 SCHs of 225,185.8 (Model Uses “Covid” Estimate of FY21 Student Credit Hours (225,185.9) plus Nine Years of Actual Prior Data. Estimate is 9% less than actual FY20 Student Credit Hours.)</li> </ul> <p>Dr. Longo explained that the two models differ by only 244.4 SCHs or 8.1 FTEs (221,067.6 vs 220,823.2). She recommended utilizing Model 1 to be used in our budget planning process.</p> <p>Trustee Kaufmann requested that based on continued declining enrollment that the College have a business model that reflects our declining enrollment. He suggested that information be provided on our employees, including comparisons of Full Time Faculty to Adjuncts, Faculty to student ratios, and data on our Administrators and Full time Staff.</p> <p>Dr. Stout discussed new partnerships intended to bring students to the College from outside our traditional student populations.</p>		
<p><b>President’s Report</b> – Dr. Stout recognized all employees who have retired since July 1, 2020, and concluded with the recognition of departing Trustee Becht.</p>		
<p><b>Reports from the Board Committees and Liaisons</b></p> <ul style="list-style-type: none"> <li><b>A. Executive Committee Meeting</b> –Chair Cram reported on the Executive Committee which met on December 9. In addition to reviewing tonight's agenda and some of the resolutions that the other committees considered and put forth, the committee approved the acceptance of the Coronavirus Funds as well as the use of those funds to make specific purchases. The reason that the Executive Committee felt that it was necessary, was that there is a very tight timeframe on the spending of this money. We only recently were made aware of the availability of the funds. We have to not only spend that money but receive the items that we're spending it on by the end of December. So, to expedite that process in tonight's resolution, you will see that we are also authorizing the administration to spend that money in accordance with the prescriptions of the grants.</li> <li><b>B. Finance &amp; Facilities Committee</b> – December 9, 2020 – Chair Cram <ul style="list-style-type: none"> <li>1. Update on Capital Projects – Chair Cram provided an update on these projects:</li> </ul> </li> </ul>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<ul style="list-style-type: none"> <li>a. Reconstruction of Salt Storage Building is complete pending the repair/replacement of the roll up door.</li> <li>b. The Sound Panels at Wall have been installed and we have confidence we will be in compliance with local sound ordinances.</li> <li>c. Boiler issues at Wall - Issues with the boilers seem to have been resolved by Fulton, the manufacturer and it's maintenance contractor and we need to determine who is going to assume the financial responsibility for the cost of the modifications that had to be made and the ongoing maintenance that we had to deal with over the past several months.</li> <li>d. Paving of Lot 5 – The Committee reviewed the request for a change order to pay for additional asphalt which was not in the original bill and recommends the approval of the change order request.</li> </ul> <p>2. Monthly Financial Reports – Chair Cram provided the following highlights:</p> <ul style="list-style-type: none"> <li>a. The budget projections continue to reflect a decline in both revenue and expenditures primarily due to the impact of the pandemic on the operations of the College. Our cash balance is up. There is an anticipated deficit for FY21 of \$371,000, although efforts to reduce expenses and increase revenue will continue and we're hopeful that by the end of the year the deficit will be smaller.</li> <li>b. Fall Semester Forecast – was reviewed and reinforces the financial reporting that the Board has been looking at over the past several months.</li> </ul> <p><b>C. Audit Committee</b> – December 14, 2020 – Trustee Rambaud provided the following highlights on the Audit Committee:</p> <ul style="list-style-type: none"> <li>a. Although the FY20 Financial Audit is not complete, our external auditors, O'Connor and Drew, were able to review the draft Financial Audit with the Committee. The College has filed for an extension and anticipates moving the acceptance of the financial audit and Radio Audit in January 2021.</li> <li>b. Internal Auditors, PKF Connor Davies presented their findings of the Payroll Audit. 13 findings were described, as well as the recommendations and action plans to resolve these issues.</li> <li>c. The State of NJ Comptroller Audit Update – Vice President Manfreda provided information on the preliminary exit meeting held on October 29, 2020. After the 10/29 meeting, VP Manfreda requested detailed information on these findings and The College has been responding with follow-ups to clarify any issues that were open or unclear. The State has since had several additional requests for information. The audit should be concluded by the end of the calendar year and the College is anticipating a written report at that time. The College will have the opportunity to respond to the written report before the audit is concluded.</li> <li>d. Foundation FY20 Audit - The Foundation Audit was a clean audit and accepted by the Foundation Board.</li> <li>e. Trustee Rambaud announced that Trustee Crupi will be the Chair of the Audit Committee. She said that it has been a pleasure for her to serve as Chair for the last few years, and she looks forward to supporting the committee as a Trustee committee member. Chair Cram thanked her for her service as the Committee Chair.</li> </ul>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>D. Student’s Perspective</b> – Trustee Walker reported that our students continue to be worried about the rising Covid-19 cases, but believe the College has great safety procedures. They are also very thankful for all of the online support that was offered this semester and appreciate all of the hard work and dedication from faculty and staff. She brought up student’s continued concern about the use of Proctorio, an online proctoring service used when students are taking exams</p> <p><b>E. BCC Foundation</b> - Trustee Abby-White and Dr. Stout provided the following highlights on the Foundation:</p> <ul style="list-style-type: none"> <li>a. The search process for the VP Advancement is ongoing and Dr. Stout expects to announce a recommendation in January.</li> <li>b. The Foundation Finance Committee met with Investment Managers who reported a 7% growth in investments during calendar year 2020.</li> <li>c. The funds donated for the Annual Appeal were softer than in Fall 2019, which may be as a result that the employees are included every other year, and there were not included in the 2020 Campaign.</li> <li>d. The Foundation Ball is being planned and they expect to honor heroes who helped in the pandemic.</li> <li>e. The Golf Outing yielded more profit than the year before due to reduced expenses.</li> </ul> <p><b>F. NJCC</b> – Trustee Horl reported on the following:</p> <ul style="list-style-type: none"> <li>a. The State and Federal Policy Committee met via zoom on Friday, December 11, 2020. Our agenda included review of the previous month’s meeting, State Budget Updates, Community College Opportunity Grant legislation, Senate Budget Committee information, Legislative Updates for other Priority Bills and Actions, and the ACCT - NLS Conference</li> <li>b. A letter to the State Treasurer was sent from the Council requesting Budget Recommendations for the 18 community colleges, with a detailed background information as to why the increase in funding requested is of great importance. The request for FY ’22 includes an increase in the Community College Opportunity Grant Program to \$125,000 Adjusted Gross Income, as recommended by both the Presidents and Executive Committees. This reflects alignment with President-Elect Joe Biden’s American Promise program. New York State has already put this amount in its budget request. A briefing sheet on the increase is being prepared by the Council for members for use in their advocacy for the budget, so that legislators have a greater understanding of grant programs and how the CCOG is critical to expanding access and assistance for students’ success.</li> <li>c. The Committee laid out a detailed Advocacy Strategy which replicates the successful program used for last year’s budget and which included a significant e-mail campaign through the NJCCC web-site. She encouraged all to visit the NJCCC Action Center to express their support. This campaign will be directed at the Governor, beginning this week, and the legislators in mid-January.</li> <li>d. CCOG legislation was heard today in the Senate Budget and Appropriations Committee and she reported that it was released by the Committee for a second reading.</li> <li>e. Trustee Horl encouraged the other Trustees to consider attending the ACCT Legislative Summit which will take place virtually this year, February 8-10, 2021. NJCCC is organizing meetings with our New Jersey congressional representatives and senators, so that we tell our students’ stories and make our case for funding in their behalf.</li> </ul>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>Public Comment on Agenda Items –</b> No public comment was made.</p> <p>Ms. Gruskos confirmed no written comments were submitted.</p>		
<p><b>Approval of Public Business Meeting Minutes</b></p> <p><b>A. Approval of Public Business Meeting Minutes – November 17, 2020</b></p> <p><b>B. Approval of Executive Session Minutes – November 17, 2020</b></p>	<p>A motion to approve the minutes from the public business meeting held on November 17, 2020 was made by Trustee Brennan and seconded by Trustee Davis.</p> <p>Motion passed.</p> <p><b>ABSTENTIONS:</b> None</p> <p>A motion to approve the minutes from the executive session held on November 17, 2020 was made by Trustee Becht and seconded by Trustee Walker.</p> <p>Motion passed.</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Consent Agenda</b></p> <p><b>A. Human Resources Recommendations</b></p> <p><b>B. Acceptance of Grants</b></p>	<p>A motion to approve the consent agenda was made by Trustee Richens and seconded by Trustee Rambaud.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>C. Application for Grants</b></p> <p><b>D. Purchases in Excess of \$36,400 and New Jersey “Pay-to-Play” bids, and Pursuant to the New Jersey “Pay to Play” Process, in Excess of \$17,500</b></p> <p><b>E. Open Invoice Payment Requests for Vendor, Student and Employee Payments</b></p> <p><b>F. Monthly Financial Dashboards</b></p> <p><b>G. FY21 Fall Semester Financial Forecast</b></p>	<p><b>Motion passed.</b></p> <p><b>YES:</b> Trustees Abby-White, Becht, Brennan, Crupi, Davis, Horl, Kaufmann, Rambaud, Richens, Walker and Chair Cram</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Change Order Request</b></p>	<p>A motion to approve by resolution the change order request was made by Trustee Richens and seconded by Trustee Becht.</p> <p><b>Motion passed.</b></p> <p><b>YES:</b> Trustees Abby-White, Becht, Brennan, Crupi, Davis, Horl, Kaufmann, Rambaud, Richens, Walker and Chair Cram</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Approval of Cooperative Pricing Agreement with the National Association of State Procurement Officials (NASPO)</b></p>	<p>A motion to approve by resolution to enter into a Cooperative Pricing Agreement with the National Association of State Procurement Officials (NASPO) was made by</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>Trustee Abby-White and seconded by Trustee Becht.</p> <p><b>Motion passed.</b></p> <p><b>YES:</b> Trustees Abby-White, Becht, Brennan, Crupi, Davis, Horl, Kaufmann, Rambaud, Richens, Walker and Chair Cram</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Ratification to Accept Coronavirus Relief Funding from the State of New Jersey</b></p>	<p>A motion to approve by resolution the acceptance of the Coronavirus Relief Funds I and II from the state of New Jersey was made by Trustee Davis and seconded by Trustee Walker.</p> <p><b>Motion passed.</b></p> <p><b>YES:</b> Trustees Abby-White, Becht, Brennan, Crupi, Davis, Horl, Kaufmann, Rambaud, Richens, Walker and Chair Cram</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Accept the Higher Education Emergency Relief Fund – Strengthening Institutions Program Funding</b></p>	<p>A motion to approve by resolution the acceptance of the Higher Education Emergency Relief Fund – Strengthening Institutions Program Funds was made by</p>	



Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>Trustee Rambaud and seconded by Trustee Crupi.</p> <p><b>Motion passed.</b></p> <p><b>YES:</b> Trustees Abby-White, Becht, Brennan, Crupi, Davis, Horl, Kaufmann, Rambaud, Richens, Walker and Chair Cram</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Public Comment –</b> Mr. Jacobs read the public comment statement and gave directions on how to make public comment in a virtual meeting.</p> <p><b>Joan Carroll</b>, Acting Chair of BCC Adjunct Faculty Union (BACF) – She reminded the Board of Trustees of how hard the Adjuncts are working to meet the challenges of online teaching, both in the spring and fall semesters. She said that on behalf of the BACF they are looking forward to continuing the negotiations for their first contract.</p> <p>Ms. Gruskos confirmed there were no written public comments submitted.</p>		
<p><b>Old/New Business -</b></p> <p>Trustee Crupi apologized for joining the meeting late, and wished Trustee Becht well in his new role on the Wall Township Council. He said it was an honor to serve alongside him and he always appreciated his knowledge and expertise that he brought to the Board.</p> <p>Chair Cram announced the new committee assignments which are listed in the Board packet. He said he tried to take into consideration, everyone's requests for either a change in committee or a request for an opportunity to take a leadership position. He announced that Trustee Abby-White has been appointed as the Committee Chair of the Finance and Facilities committee. Vice Chair Kaufmann is going to stay as the Committee Chair of Student Success and Educational Excellence. Trustee Brennan will remain as the Committee Chair of the Governance Committee and Trustee Crupi will assume the Committee Chair of the Audit Committee. The committee assignments will go into effect starting tomorrow. He thanked Trustee Rambaud again for her service as the Committee Chair of the Audit Committee</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Chair Cram thanked Trustee Becht again for his service to the Board and congratulated him on winning a position on the Wall Township Council.		
<p><b>Resolution to Hold a Closed Meeting</b></p> <p>College Counsel read the Resolution to Hold a closed meeting (<i>Attachment B</i>)</p>	<p>A motion to approve by resolution to hold an executive session was made by Trustee Richens and seconded by Trustee Crupi.</p> <p>Motion passed.</p>	
<p><b>Motion to Re-Open the meeting to the public</b></p>	<p>A motion to reopen the meeting to the public was made by Trustee Abby-White and seconded by Trustee Rambaud.</p> <p>Motion passed.</p>	
<p><b>Adjournment</b></p> <p><b>Meeting adjourned at 8:38 PM</b></p>	<p>A motion to adjourn the meeting was made by Trustee Horl and seconded by Trustee Walker.</p>	

## RESOLUTION

**WHEREAS**, Daniel Becht has served with distinction on the Board of Trustees of Brookdale Community College since December 2017; and

**WHEREAS**, Trustee Becht was appointed by the Monmouth County Freeholders, and served with honor as a respected attorney, civic leader, and loyal ambassador of Brookdale Community College; and

**WHEREAS**, he advanced the work of the Finance and Facilities, Audit, By-Laws and Governance Committees; and

**WHEREAS**, he will be remembered by his astute observations, and recommendations and that he always put the welfare of Brookdale students at the forefront of any debate or discussion; and

**WHEREAS**, he not only believed in the educational quality and value of a Brookdale Community College degree, but experienced it first hand, as his 3 children attended Brookdale;

**WHEREAS**, Mr. Becht exhibited deep respect and appreciation for his fellow Trustees, the President, the Administration, Faculty, and Staff; and

**WHEREAS**, Trustee Becht served during the period of a presidential search, which resulted in the appointment of Dr. David M. Stout as the 7<sup>th</sup> president of Brookdale Community College; and

**WHEREAS**, it will be noted that he distinguished himself by demonstrating a clear understanding of his role as Trustee by supporting the president's administrative decisions; and

**WHEREAS**, Trustee Becht served during the pandemic crisis, and will be remembered as providing a steady hand and a compassionate heart to the college community; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees, the President, and the entire College community extends their appreciation to Daniel Becht. for his dedication, diligence and unwavering commitment to Brookdale Community College; and

**BE IT FURTHER RESOLVED** that this resolution be spread upon the minutes of this meeting and a true copy presented to Mr. Becht so that he has a permanent reminder of the high esteem he has earned among his colleagues; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to our Board of Chosen Freeholders.

**Dr. David M. Stout**  
President  
Brookdale Community College

**Dr. Henry Cram**  
Chair  
Brookdale Community College

December 15, 2020

**BROOKDALE COMMUNITY COLLEGE BOARD OF TRUSTEES**

**RESOLUTION AUTHORIZING EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Brookdale Community College Board of Trustees to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Brookdale Community College Board of Trustees has determined that 4 issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on **December 15, 2020 at approximately 7:45 PM** the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: \_\_\_\_\_ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_

\_\_\_\_\_

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_

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"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_

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**RESOLUTION**

**Approved: December 15, 2020**

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"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body – **update on labor negotiations**

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:           

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: **potential litigation with Follett, and attorney client privilege on an issue with the boilers at Wall**

"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality. **Evaluation of president**

"(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is a

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WHEREAS, the length of the Executive Session is estimated to be 60 minutes after which the public meeting of the Brookdale Community College Board of Trustees shall (select one)  reconvene and immediately adjourn or  reconvene and proceed with business where formal action may be taken.

NOW, THEREFORE, BE IT RESOLVED that the Brookdale Community College Board of Trustees will go into Executive Session for only the above stated reasons; and

BE IT FURTHER RESOLVED that the Brookdale Community College Board of Trustees hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed; and

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall post this Resolution on the Board website and furnish a copy of this Resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

**RESOLUTION**  
**Approved: December 15, 2020**