

BROOKDALE COMMUNITY COLLEGE

**Board of Trustees
Public Business Meeting Minutes**

April 25, 2023

**Brookdale Community College
Student Life Center, Navesink Rooms
765 Newman Springs Rd.
Lincroft, NJ 07738**

And Zoom Webinar

Chair Crupi called the meeting to order at 5:30 P.M. and roll call was taken.

Present	Trustees	Administration:
	Ms. Abby-White, Trustee	Dr. Yesenia Madas
	Ms. Mary Pat Angelini, Trustee	Ms. Patricia Sensi
	Ms. Latonya Brennan, Trustee	Ms. Teresa Manfreda
	Mr. Steven Clayton, Trustee	Dr. Joan Scocco
	Mr. Paul Crupi, Chair	Ms. Nancy Kaari
	Ms. Dyese Davis, Trustee	Dr. Nancy Kegelman
	Ms. Taiphane Orange, Trustee	Dr. Anita Voogt
	Ms. Barbara Horl, Trustee	Ms. Bonnie Passarella
	Mr. Bret Kaufmann, Trustee	Dr. William Burns
	Ms. Marta Rambaud, Trustee	Mr. Edward Johnson
	Dr. Les Richens, Trustee	Ms. Kathy Kamatani
	Dr. David Stout, Secretary	
		Ms. Cynthia Gruskos, Recorder
Absent	Ms. Natalie Watson, Trustee	
College Counsel	Mr. Mitch Jacobs, Esq., General Counsel	

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 April 19 at 2pm 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.

Chair Crupi announced that the meeting is being recorded.

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

Chair Crupi led the Pledge of Allegiance.

Chair Crupi read the mission statement.

Brookdale Community College empowers a diverse community by providing open access to high quality and cost-effective educational and lifelong learning options with clear paths to personal, educational, and economic success

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>Adoption of Agenda</p> <p>The Agenda was NOTICED with the approval of the MOU with the Brookdale Community Professional Staff Association in anticipation that PSA would ratify their agreement last week. The agreement was not ratified and will be removed from the Agenda. The agenda item for the approval of an agreement with Penske Automotive Group will be removed from the Agenda and we look forward to considering this agreement in May when they can join us.</p> <p>An agenda item has been added for consideration after the Executive Session. Approval of Resolution to authorize Dr. Stout to negotiate and execute a lease agreement with the Monmouth Ocean Foundation for Children to lease space in the Wall East Building to establish and operate the Monmouth Ocean Foundation for Children's Academy for adults with autism will be considered this evening.</p>	<p>A motion to adopt the revised agenda was made by Trustee Orange and seconded by Trustee Angelini.</p> <p>Motion passed.</p>	
<p>Swearing in of Trustee Steven Clayton</p> <p>Mr. Jacobs performed the swearing in ceremony of Trustee Steven Clayton. (Attachment A). He was appointed by the Monmouth County Commissioners on May 20, 2023.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>County and Community Update - Commissioner Director Thomas Arnone addressed the Board of Trustees and the college community. He is currently serving as the new liaison to Brookdale. He congratulated Trustee Steven Clayton on his appointment to the Board of Trustees and the employees being recognized for promotion and employee recognition. In addition, he thanked the Board of Trustees for all the hard work they have done to make this the best community college in New Jersey. He commented on the agenda item to be considered tonight regarding the negotiation of a lease agreement with the Monmouth Ocean Foundation for Children, which is funded through private donors, and has a mission to provide continuing education to adults with autism. He conveyed that the County and his fellow Commissioners are 100% supportive of the College and the mission of the College.</p>		
<p>Public Comment on Agenda Items</p> <p>Assistant Professor, Jack Ryan – commented on the lockdown in March. He had no issue with the efficacy of the lockdown response and was thankful that nothing happened; however, he is concerned that the Leadership of the College is unconcerned about correcting failures in communication that occurred that day or addressing issues that employees and students encountered. He created a survey that was administered at the Governance Forum and was sent out by the Staff and Faculty Associations to capture concerns or issues experienced during the lockdown and highly encouraged them to be addressed.</p> <p>Ms. Gruskos confirmed no written public comments were submitted.</p>		
<p>Approval of HR Recommendations</p>	<p>A motion to approve HR recommendations was made by Trustee Angelini and seconded by Trustee Richens.</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Brennan, Clayton, Davis, Horl, Kaufmann, Orange, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	
<p>Recognition</p> <p>A. Faculty Tenure Promotion & Recognition – Dr. Scocco described the faculty promotion process as an extremely rigorous one, where there is a college-wide promotion committee composed of faculty that oversees the process for other faculty. Professor Jonathan Moshberger chaired the committee this year, the promotion packets go directly to the committee for their review and the</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>committee meets in a daylong meeting where they introduce the candidates and make their recommendations. .</p> <p>1. Faculty Promotion Recognition – Professor Jonathan Moshberger, Chair College Wide Promotion Committee recognized the following 12 faculty members who garnered successful promotion and highlighted their accomplishments:</p> <p>Brooke Batchler, Reading & Academic Access, Professor Michael Broek, English, Professor Nathalie Darden, Mathematics, Professor Hanli Huang, Mathematics, Professor AnnMarie Hughes, Fashion/Merchandising/Marketing, Associate Professor Abdul Rahman Kamara, Mathematics, Associate Professor Michele Locandro, English, Associate Professor Susan Monroe, Mathematics, Professor Cameron Mount, English, Associate Professor Karina Ochs, Mathematics, Associate Professor Claire Smuga, Fine Art, Professor Michael Sullivan, Paralegal, Professor</p> <p>He thanked Dr. Stout and the Board of Trustees for their support and the following College Wide Promotion Committee members for their participation in the process:</p> <p>Jonathan Moschberger, Chair – Political Science Eric Goll, Union Rep – Chemistry Brent Costleigh - Psychology Brian Oland - Psychology Joseph Boyle - Anthropology/Sociology/Geography Linda Servidio – Nursing Barbara Barrella – Reading & Academic Access John Bukovec - Theater Dara Evans – English Angela Saragusa – English Amy Clark – Library Michael Qaissaunee – Engineering/Technologies Brian McKeon – Math Glenn Noe - Math .</p> <p>1. Tenure Recognition - Dr. Joan Scocco, Acting Chief Academic Officer recognized the following faculty with Tenure with Promotion, highlighting their educational background and accomplishments at the College:</p> <p>Charlotte Cole, Nursing, Assistant Professor Caitlin Raiten, Nursing, Assistant Professor</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>Chad Schoonveld, Culinary Arts, Assistant Professor Trent Welcome, Graphic Design, Assistant Professor</p> <p>B. Professional Staff Association Performance Recognition– Ms. Sensi described the process for Professional Staff Association Performance recognition which requires applicants to submit their accomplishments over at least a four-year period, which includes contributions to their job, department and the college. Christian Perez, Co-chair for the Professional Staff Association thanked the Board for the opportunity to speak. He recognized the following award recipients and highlighted their accomplishments:</p> <p>Cynthia Bradbury, Humanities Office Daniel Hoosein, Chemistry Kenneth McGee, Teaching & Learning Center Jennifer Riley, Chemistry Ahmed Said, Mathematics Lisa Savage, Continuing & Professional Studies</p> <p>Dr. Stout acknowledged the Professional Staff Association Performance Recognition Committee and the Co-Chairs, Christian Perez and Denise Vigil for their volunteer service to ensure staff members get properly recognized.</p>		
<p>Recess – Photos and Cake Chair Crupi invited all those who were recognized to remain for photos and invited all to stay for refreshments.</p> <p>A motion to have a twenty-minute recess was made by Trustee Angelini and second by Trustee Horl. Motion passed.</p> <p>Meeting was reconvened.</p>		
<p>President’s Report Dr. Stout recognized the service to the College of Professor Joseph Robinson and Elizabeth Lehmann upon their retirements, as well as Anthony Perrella and Tarin Varvar who are leaving the College.</p> <p>Dr. Stout announced that the Emeritus Committee had made their selection of emeriti employees for this year, and he recognized the following:</p> <p>Ethel Brandon, Sui Chang Loise Higbie Eric Johanson Joseph King Irma Lester Arthur Marshall</p> <p>He congratulated Trustee Clayton on his appointment to the Board and as he is a former Brookdale student, he welcomed him back.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>Approval of MOU with Monmouth Ocean Educational Services Commission – Middle College Program with Virtual High School</p> <p>Dr. Stout explained that this articulation agreement will allow Brookdale to offer completely asynchronous online courses through the New Jersey Virtual School. There are 3000 prospective students who attend the New Jersey Virtual School, and they will have the opportunity to accelerate their education by attending Brookdale while in High School</p>	<p>A motion to approve by resolution the memorandum of agreement with the Monmouth Ocean Educational Services Commission was made by Trustee Richens and seconded by Trustee Horl.</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Brennan, Clayton, Davis, Horl, Kaufmann, Orange, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	
<p>Approval of MOU with Kean University – University Partnership – Bachelor Degree Completion Pathway and Lease Agreement</p> <p>Dr. Stout advised the Board that with the approval of this agreement, Kean University will be offering Bachelor completion programs on the Lincroft campus starting this fall. Kean University will be offering a psychology degree and the previously signed articulation agreements will be reviewed to determine which ones would be appropriate for them to offer here on the Lincroft campus. They are paying attention to ensure that we are not creating competition with our partners, Rutgers University and Georgian Court University. The terms of this agreement will include a lease agreement on the Lincroft campus.</p>	<p>A motion to approve MOU with Kean University – University Partnership – Bachelor Degree Completion Pathway and Lease Agreement was made by Trustee Richens and seconded by Trustee Angelini.</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Brennan, Clayton, Davis, Horl, Kaufmann, Orange, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	ABSTAIN: None	

Reports from the Board Committees and Liaisons

- A. **Finance & Facilities Committee – April 18, 2023** – Trustee Brennan welcomed Trustee Clayton to the Board. She congratulated all the employees who received recognition tonight. She reported on the meeting held on April 18, 2023 (**Attachment B**).
- B. **Student Success & Educational Excellence Committee – April 12, 2023** – Trustee Abby-White welcomed Trustee Clayton to the Board. She reported on the Student Success & Educational Excellence Committee meeting held on April 12, 2023. She highlighted the following:
- a. **Update on the Academic Master Plan (AMP)** – Dr. Scocco provided an update on the AMP next steps and Trustee Abby-White was impressed with the Dean’s commitment to the process and the innovation exercised in the plan. Dr Scocco reminded the committee that the Middle States standards are incorporated into the AMP to allow the College to be prepared for our next accreditation visit. The AMP incorporates feedback from Governance, the NACUBO recommendations and the work informed through Achieving the Dream. A New Horizons Committee has been established to allow students to be awarded credit for prior life and work experience which will assist students who have some college and no degree.
 - b. Dr. Stout provided an update on The College of New Jersey partnership. TCNJ invited Dr. Stout, Dr. Scocco, admissions personnel, and the Institute Deans to a meeting on their main campus to finalize the articulation agreements which are part of the agreement approved by the Board of Trustees at the March meeting. An additional phase which will include dual enrollment course work is planned for future implementation. TCNJ President Kathryn Foster will retire as of June 30, and she assured Dr. Stout that the partnership will continue past her presidency.
 - c. **Academic Advising** – Dr. Madas provided an update on Academic Advising to address the question of whether we have enough Advisors and do they have enough professional development. She reported that we have 10,000 students and 7 full-time Advisors. She explained that there was planned professional development to take place in 2020 which was delayed by Covid, however the College is becoming a member of the National Association of Academic Advisors to leverage the training they provide for our Student Success Coaches.
 - d. **Tenure and Promotion and Professional Staff Performance Recognition** - candidates were previewed at the meeting.
 - e. **Clinical Contracts** – clinical contracts are updated each year and were reviewed at the meeting.
- C. **Student’s Perspective** – Trustee Orange reported that the National Student Employment Appreciation week was very well received. The students who attended the PTK induction ceremony appreciated that the Faculty challenged them to be better students and the information provided on the leadership and academic opportunities available through PTK. The students enjoyed bingo and appreciated the prizes they received. Trustee Orange took upon

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>herself to create a poster for the duties and responsibilities of Graduate Trustee which can be used in years to come to help to better inform the students on the opportunity to serve as Graduate Trustee. She also welcomed Trustee Clayton to the Board.</p> <p>D. NJCCC Update – Trustee Horl informed the Board that the NJCCC Legislative Committee she sits on did not meet this month, so she will provide an update in May. She encouraged everyone to fill out the Take Action link on the NJCCC Legislative Action Center on their website. This link will allow you to advocate for the State Legislature to fully support community colleges in the state’s FY 2024 budget by increasing state operating aid for community colleges. She reported that this time of year Executive Director Ed Johnson schedules legislative visits with our Monmouth County delegation, and she attended 3 of them with Dr. Stout and Ed Johnson. She said their conversations are focused on the disappointing news about the Bond for the Culinary Center and that the NJCCC ask to increase the State FY2024 budget by \$20M of state operating aid for the entire community college sector was not included in the FY2024 budget. She reported that all the delegations felt that the College was a contributing member to our Monmouth County life, and they were advocating that they support an action to add appropriation for the community college sector. She will be attending a NJ Scholar Celebration tomorrow with Dr. Stout at the NJ State Museum. She welcomed Trustee Clayton to the Board and congratulated all those receiving recognition this evening.</p> <p>E. Foundation Update – Trustee Abby-White announced that Trustee Brennan designed an ad on behalf of the entire Board of Trustees and she thanked Trustee Brennan for underwriting the ad for the Scholarship Bash.</p>		
<p>Review of Consent Agenda</p> <ul style="list-style-type: none"> Any item may be removed from the consent agenda for discussion by any voting member of the Board of Trustees. <p>A. Acceptance of Consent Agenda</p>	<p>A motion to adopt the consent agenda was made by Trustee Horl and seconded by Trustee Richens.</p> <p>Motion passed.</p>	
<p>Approval of Public Business Meeting Minutes</p> <p>A. Approval of Public Business Meeting Minutes – March 28, 2023</p>	<p>A motion to approve the minutes from the public business meeting held on March 28, 2023 was made by</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>Trustee Angelini and seconded by Trustee Rambaud.</p> <p>Motion passed.</p> <p>ABSTAIN: Trustee Crupi</p>	
Approval of Executive Session Meeting Minutes – March 28, 2023	<p>A motion to approve the minutes from the Executive Session Meeting held on March 28, 2023 was made by Trustee Angelini and seconded by Trustee Abby-White.</p> <p>Motion passed.</p> <p>ABSTAIN: Trustee Crupi</p>	
<p>Approval of Consent Agenda</p> <p>A. Submission of Grants</p> <p>B. Purchases in Excess of \$37,500 and New Jersey “Pay-to-Play” bids, and Pursuant to the New Jersey “Pay to Play” Process, in Excess of \$17,500</p> <p>C. Open Invoice Payment Requests for Vendor, Student and Employee Payments</p> <p>D. Monthly Financial Reports</p> <p>E. Spring Semester Financial Forecast</p> <p>F. Capital Project Update</p>	<p>A motion to approve the consent agenda was made by Trustee Angelini and seconded by Trustee Richens.</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Brennan, Clayton, Davis, Horl, Kaufmann, Orange, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Approval of Contract Modification Request	<p>A motion to approve the Contract Modification Request was made by Trustee Richens and seconded by Trustee Angelini.</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Brennan, Clayton, Davis, Horl, Kaufmann, Orange, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	
Approval of Revised Policies A. Policy 2.0000-A Solicitation, Acceptance and Deaccessioning of Gifts and/or Donations B. Policy 2.0001 Naming Rights C. Policy 2.7000 Fundraising D. Policy 4.1004 Grants and Loans for Student Aid	<p>A motion to approve the following policies was made by Trustee Horl and seconded by Trustee Angelini.</p> <p>A. Policy 2.0000-A Solicitation, Acceptance and Deaccessioning of Gifts and/or Donations B. Policy 2.0001 Naming Rights C. Policy 2.7000 Fundraising D. Policy 4.1004 Grants and Loans for Student Aid</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Brennan, Clayton,</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>Davis, Horl, Kaufmann, Orange, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	
<p>Public Comment</p> <p>Mr. Jacobs read the public comment statement and the directions for making public comment in person or via Zoom.</p> <p>Assistant Professor, Jack Ryan, English – congratulated all those who were promoted and those who received performance recognition, especially Cynthia Bradbury. He thought the Spring Open House was a wonderful success and gave credit to all who were involved. Regarding the March lockdown, the results of the survey indicated that the issues with the phone system need to be addressed as well as improving messaging during a lockdown. In addition, he felt that the College did not reach out to the students to solicit their feedback from the lockdown experience. During the Governance meeting, a Sheriff's Officer. and Anthony Ceglie attended and provided information about the lockdown and general security and safety information. He communicated that he felt that few people realized that the Sheriff's Office has two offices on campus and that needs to be shared campus wide. He encouraged that we utilize what happened at the March lockdown to be used to our benefit to improve the safety and security during a lockdown and the campuswide confidence in our procedures.</p> <p>Ms. Gruskos confirmed no written comments were submitted.</p>		
<p>Old/New Business -</p> <p>No old or new business was discussed.</p>		
<p>Resolution to Hold a Closed Meeting</p> <p>Mr. Jacobs read the resolution to hold an Executive Session (Attachment C)</p>	<p>A motion to approve by resolution to hold an Executive Session was made by Trustee Horl and seconded by Trustee Richens.</p> <p>Motion passed.</p>	
<p>Motion to Re-Open the Meeting to the Public</p>	<p>A motion to reopen the meeting to the public was made by Trustee Richens and seconded by Trustee Horl.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	Motion passed.	
Approval of MOU with Monmouth Ocean Foundation for Children	<p>A motion to approve by resolution to authorize Dr. Stout to negotiate and execute a lease agreement with the Monmouth Ocean Foundation for Children was made by Trustee Horl and seconded by Trustee Richens.</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Brennan, Clayton, Davis, Horl, Kaufmann, Orange, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	
Adjournment Meeting adjourned at 9:15 pm	<p>A motion to adjourn the meeting was made by Trustee Richens and seconded by Trustee Orange.</p> <p>Motion passed.</p>	

OATH OF OFFICE

**Member of the Board of Trustees
of
Brookdale Community College**

“I, Steven Clayton solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will faithfully discharge the duties of the office of Trustee of Brookdale Community College according to the best of my ability.”



Steven Clayton

Sworn and subscribed to:
Before me this 25th day :
of April, 2023



Mitchell B. Jacobs
Attorney at Law of New Jersey

BROOKDALE COMMUNITY COLLEGE
Finance & Facilities Meeting (April 18, 2023)

Engineer of Record Bill White reviewed status of the facility projects managed by his firm, which was then followed by Mr. Naparło's report of major projects in-progress under his supervision.

VP Manfreda reported on the financial performance for February 2023 compared to the FY23 budget. Total operating revenue was 7.8% higher than the same time last year or an equivalent of \$4.7M. Total operating expenditures were 10.7% higher than last year, or \$4.6M, mainly attributed to increases in salary and benefits and contracted services. Total cash balance as of February 28, 2023 was \$35.1M. Ms. Manfreda then reported that investment income was higher than last year due to changes in our investment portfolio.

Mr. Siuzdak (pronounced Sue's Dack) then discussed protection of our financial investments. According to Mr. Siuzdak, we are insured up to \$750k by FDIC insurance (three banking relationships). As a public entity, any funds over \$750k are protected under the Government Unit Deposit Protection Act (GUDPA), as long as the bank is GUDPA compliant. He requested all GUDPA letters from all of our banking relationships as of December 2022 and they are all GUDPA compliant. Finally, Mr. Siuzdak noted that he is continuing to manage our investment portfolio and is considering adding an additional banking relationship to take advantage of increased interest rates.

VP Manfreda reviewed the FY23 Spring Semester Financial Forecast which contains an analysis of enrollment, revenue and expenses for the operating, auxiliary, ASBCC and capital funds, as well as the impact of bond debt and interest on our financial statements. The budget was built on a reliance of \$3M of reserves and it is projected that at year end that we will only need to use just over \$700,000 of reserves.

VP Manfreda then reviewed 34 recommended purchases funded by Auxiliary, Chapter 12, Grants and Operating Budgets, which include many annual renewals. Noteworthy purchases include a bid for the Bookstore Operations and Management, furniture for the Cyber Security Center, the supply and installation of wireless access points, student recruitment advertising, and independent and external audit services.

Finally, VP Manfreda recommended a contract modification of \$13,980 to pay for additional services rendered by SSP Architectural Group which were outside the original scope of work for the Facilities Master Plan. The additional work included space utilization analysis and attendance at additional meetings.

Associate Vice President Pat Sensi reviewed 5 positions that were recommended to be filled, two of which are new positions. The Committee approved the requests to move forward with the searches. Ms. Sensi then informed the committee that there are 189 recommended human resources action items to be approved by the Board of Trustees in April, which include reappointment of Faculty, non-tenured Faculty and reappointments with Faculty Promotion and Faculty Tenure. In addition, there are 6 recommended Performance Recognitions, 1 hire and 4 separations.

Vice President Kaari reviewed two grants recommended for submission, including the “Centers for Adult Transition; Student Achieving Independent Lives” grant for \$500,000 and the “Level Up Your Library” grant to revitalize the Library Special Collection Room in the amount of \$5,000.

VP Kaari then noted that \$4.2 million in grant funds have been awarded in FY23 with another \$21 million pending of which \$18M of the pending funding is for the grant for the construction of the Culinary building on the Lincroft Campus.

Finally, VP Kaari reviewed the Foundation’s Statement of Activities and Changes in Net Assets for the month ending February 2023. Expenses continue to trend downward and the change of net assets is down 39% which is attributable to the timing of the Scholarship Ball. Net assets are expected to rebound after the Scholarship Bash. As of February, the Foundation was up 27% over last year in solicitation of annual gifts.

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 1 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 April 25, 2023 at approximately 7:40 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 _____

☐ "(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 _____

Approved: April 25, 2023

☐ "(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 :

☐ "(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: **Lease agreement with the Monmouth Ocean Foundation for Children**

☐ "(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..

☐ "(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

WHEREAS, the length of the Executive Session is estimated to 30 minutes after which the public (select one) ☐ meeting of the Brookdale Community College Board of Trustees shall 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.

Approved: April 25, 2023