

# NOTICE

December 10, 2020

**TAKE NOTICE** that the Board of Trustees of Brookdale Community College shall meet on **Tuesday, December 15, 2020** at 5:30 P. M. for a Public Business Meeting. This meeting will take place via a Zoom webinar and all members of the Board will participate remotely. As a result of the National and State Declarations of Emergency, members of the public are requested to participate remotely. Call 1-646-558-8656; webinar ID: 955 1216 7242 to participate remotely via your phone. You may join the meeting via Zoom, using the above webinar id and password: 042511 or Zoom Link:  
<https://brookdalecc.zoom.us/j/95512167242?pwd=aDhhb2g2ZzlWQ2t4S3Q2L2p3bGRFdz09>

Subject to change at such meeting, the agenda is attached and/or is available on the Brookdale Community College website <https://www.brookdalecc.edu/about/board-of-trustees/board-packets/> Board materials will be made available at noon on the same website page. Formal action is expected to be taken on the items listed on the agenda.

The agenda includes two opportunities for public comment and all remote participants will be able to make public comment during those times. Members of the public may make public comment by dialing \*9 to “raise their hand” on their phones or “raising their hand” in the Zoom meeting. Members who have “raised their hand” will be called by their last 4 digits of their phone number or by the name they registered with Zoom. They will be unmuted when it is their turn to participate and muted after their 5 minutes of public comment.

Alternatively, members of the public may submit written comment in advance of a meeting, which will be read during the public portion of the meeting. Written comments shall contain the submitter’s name and address and may be submitted via email to the College’s Senior Assistant to the President and Board of Trustees ([cgruskos@brookdalecc.edu](mailto:cgruskos@brookdalecc.edu)) or by U.S. mail addressed to: Cynthia Gruskos, Senior Assistant to the President & The Board of Trustees, Office of the President, Brookdale Administrative Center (BAC), 765 Newman Springs Road, Lincroft, New Jersey 07738. Emailed and mailed comments must be received by 5:00 p.m. the day prior to the meeting. Submission of public comments prior to the meeting must identify the name and address of the submitter. No anonymous comments will be accepted.

Public comments submitted prior to the meeting shall be read aloud by an authorized representative of the Board during the public meeting in a matter audible to all meeting participants. Written comments received prior to the meeting will be read after all those members of the public attending the meeting wishing to provide comment have had the opportunity to do so. The same time limit of five (5) minutes shall apply to each of the public comments received prior to the meeting. Each written comment shall be read from the beginning, until the time limit is reached. If duplicative written comments are received, the name of each commenter will be noted for the record, and the contents may be summarized.

After the comments received by email or in writing prior to the meeting are read, no other public comment will be permitted.

**TAKE NOTICE** that the Board of Trustees of Brookdale Community College shall enter into Executive Session at the end of the Public Business Meeting to discuss items dealing with potential litigation, labor negotiations, contract negotiations and personnel. The discussions on the stated matters will be closed to the public pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-12 (b) (7). The Board of Trustees will reconvene and immediately adjourn, with no formal action taken.

David M. Stout, Ph.D.  
Secretary