

I. STATEMENT OF ADEQUATE NOTICE

McAlister read the statement of adequate notice:

- 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:
- On June 2, 2025, advance written notice of the June 24, 2025 regular 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, 2024 and the *Cape May County Herald* on December 18, 2024.

II. FLAG SALUTE

- Chairperson Money asked everyone to rise for the flag salute.

III. ROLL CALL

- McAlister provided a roll call for Board members and marked others in attendance on the telephone.

Board Members:

- ✓ Ellen Byrne
- ✓ Haniyah Bey
- X Flora Castillo
- ✓ Christina Clemans
- ✓ Dr. Thomas Dawson (phone)
- X Dr. Judith DeStefano
- ✓ Ambrose Gray
- ✓ Monica Kyle
- ✓ Daniel Money
- ✓ Donald J. Parker
- X Mark Sandson
- ✓ Maria Ivette Torres (phone)
- ✓ Brigitte White (arrived at 6:05 p.m.)
- X Leslie White-Coursey

Legal Counsel:

- ✓ Will Donio, Esq.

Public in Attendance:

- ✓ Bonnie Lindaw, Atlantic County Chief Financial Officer
- ✓ Peter Keklak, guest of Myrna Morales Keklak
- ✓ Priya Momi, ‘25-26 Alumni Trustee
- ✓ Lakia Taylor

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
- ✓ 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

Faculty and Staff in Attendance:

- ✓ Myrna Morales Keklak, Dean of Nursing and Health Sciences
- ✓ Michael Le, Enterprise Applications, Information Technology
- ✓ Caesar Niglio, Director, Enterprise Applications, Info Tech Services, ACCCEA President
- ✓ Rosemary Reidy, Executive Assistant, Office of the President & Board of Trustees
- ✓ Chris Vallese, Technical Solutions Engineer

IV. CALL TO ORDER

- Chairperson Money called the meeting to order at 6:00PM on June 24, 2025 at the Mays Landing Campus. *Secretary's Note: A Quorum was achieved at 6:05 PM.*

V. President's Report

- Dr. Gaba then discussed featured stories on the Commencement and other celebratory student events, a trustee spotlight, the Inlet Development Corporation (CDC), leadership and alumni spotlights, a grants update, student success stories and celebrations, student engagement activities, community outreach in Atlantic and Cape May counties, the Cape May County bizHub, and recruitment events.
- Caesar Niglio and Michael Le presented the Inside the College – “Atlantic Cape Connect.”

VI. HONORARY RESOLUTIONS

Res. #128A

Retirement of Myrna Morales Keklak, Dean of Nursing and Health Sciences

To acknowledge the retirement of **Myrna Morales Keklak**, Dean of Nursing and Health Sciences, effective August 1, 2025.

- Trustee Parker motioned to approve the Resolution #128A; Trustee Byrne seconded. Motion carried.
- Myrna expressed her gratitude to her time at Atlantic Cape and thanked the Board of Trustees, Dr. Gaba, and Dr. Katz for supporting the nursing program at the College.

Res. #128B

Recognition of Haniyah Bey, Alumni Trustees

To recognize **Trustee Haniyah Bey** for her service to the Board of Trustees, the Atlantic Cape Foundation Board, and the students of Atlantic Cape and wish her well in her future endeavors.

- Trustee Parker motioned to approve the Resolution #128B; Trustee Byrne seconded. Motion carried.
- Trustee Bey thanked the Board of Trustees, Dr. Gaba, and the President's Cabinet for being so kind and welcoming during her time as the alumni representative to the Board. Trustee Bey also expressed her gratefulness for the opportunity for serving on the Board of Trustees.

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

- No comments from the public on agenda items.

VIII. CONSENT RESOLUTIONS

- McAlister read the following consent resolutions.

Res. #127 Regular Session Minutes (May 20, 2025).

Res. #128

Personnel Action

Approve: Appointments: **Jill Acevedo**, appointed to the position of Executive Director of Nursing, Academic Affairs, effective July 7, 2025, at an annual salary of \$90,000; **Dennis Cunard**, appointed to the position of Student Services Navigator, Center for Student Success, effective July 7, 2025, at an

annual salary of \$53,016; **Kevin Coopersmith**, appointed to the position of Senior Manager of Early College Programs, Academic Affairs, effective July 1, 2025, at an annual salary of \$64,584; **Keith Mabon**, appointed to the position of Assistant Professor of Criminal Justice, Academic Affairs, effective September 2, 2025, at an annual salary of \$64,377; **Kathy Thomson**, appointed to the position of Success Coach, Fund My Future Grant Program, Workforce Development, effective June 30, 2025, at an annual salary of \$53,016.

Extension: **Jerome Ingram**, Assistant Director of First Year Experience, extension of temporary position through January 9, 2026, effective June 25, 2025, at his current annual salary.

Promotions: **Lynette Ingram**, from Counselor II to Counselor III, effective July 1, 2025 at an annual salary of \$85,649; **Jolie Master**, from Associate Professor to Professor, Biology, effective September 2, 2025, at an annual salary of \$85,649; **Vickie Melograno**, from Assistant Professor to Associate Professor, English, effective September 2, 2025, at an annual salary of \$79,571; **Leslie Murtha**, from Librarian II to Librarian III, effective July 1, 2025, at an annual salary of \$85,649; **Beth Sanders-Rabinowitz**, from Associate Professor to Professor, Social Science, effective September 2, 2025, at an annual salary of \$85,649; **Sherwood Taylor**, from Senior Director of Workforce Development to Dean of Workforce Development and College and Career Pathways, effective July 1, 2025, at an annual salary of \$117,128

Res. #130

Award of Bids

Number	Item and Vendor Information	Amount
Bid Exempt 1206	Sewer Pump Installation and Connection Chapter 12 Funds Fred M. Schiavone Construction, Inc. Malaga, NJ	\$869,000.00
Bid Exempt 1207	Bypass Pumping Equipment - Mays Landing Campus Chapter 12 Funds Herc Rentals Bonita Springs, FL	\$30,000.00 (not to exceed)
Bid Exempt 1208	Bonfire Strategic Sourcing Platform Renewal Institutional Funds Euna Solutions Sandy Springs, GA	\$18,252.00
Bid Exempt 1209	Project Management Services for New Pumping Station - Mays Landing Campus Chapter 12 Funds Atlantic County Improvement Authority (ACIA) Egg Harbor Township, NJ	\$26,320.00 (not to exceed)

Number	Item and Vendor Information	Amount
Bid Exempt 1210	Lease of Cessna 172SP Aircraft for Aviation Instruction Institutional Funds - Academics Christiansen Aviation, Inc. Tulsa, Oklahoma	\$52,200.00 (minimum)
Bid Exempt 1211	Lease of Cessna 172SP and Cessna 172R Aircrafts for Aviation Instruction Institutional Funds - Academics Christiansen Aviation, Inc. Tulsa, Oklahoma	\$56,280.00 (minimum)
Bid Exempt 1213	Hunter Telephone Carrier Services Institutional Funds TruStor DBA Hunter Technologies Wall Township, NJ	\$195,000.00 (not to exceed)
Bid Exempt 1214	New Jersey Council of Community Colleges - Fiscal 2026 Institutional Funds New Jersey Council of County Colleges Trenton, New Jersey	\$48,865.00
Bid Exempt 1215	Zoom License for FY26 Institutional Funds Zoom Video Communications Inc. San Jose, California	\$32,393.00
Bid Exempt 1216	Room and Event Scheduling Software – 25Live Institutional Funds College Net, Inc Portland, Oregon	\$25,936.60
Bid 1879	Waste Hauling, Recycling, and Disposal Services Institutional Funds Waste Management Ewing, NJ	\$150,888.43

Number	Item and Vendor Information	Amount
RFP 277-REV.	K Building Art Room Electrical and Lighting Upgrades – Mays Landing Campus Chapter 12 Funds	\$29,500.00
	Lee-Way Electrical, LLC Landisville, NJ	
	Total:	\$1,534,635.03

Res. #131

**Authorization of a Procurement of an Annual Expenditure for Food Services
Performance Food Group Inc.
Richmond, VA**

To approve the authorization of a procurement of an annual expenditure for food services with Performance Food Group Inc. for FY26, that may exceed \$17,500.

Res. #132

**Authorization of a Procurement of an Annual Expenditure for Food Services
Randall's Seafood
Pleasantville, NJ**

To approve the authorization of a procurement of an annual expenditure for food services with Randall's Seafood for FY26 expecting to exceed \$17,500.

Res. #133

**Authorization of a Procurement of an Annual Expenditure for Food Services
Seashore Food Distributors
Rio Grande, NJ**

To approve the authorization of a procurement of an annual expenditure for food services with Seashore Food Distributors for FY26 expecting to exceed \$17,500.

Res. #134

**Authorization of a Procurement of an Annual Expenditure for Food Services
Smokeology BBQ
Richland, NJ**

To approve the authorization of a procurement of an annual expenditure for food services with Smokeology BBQ for FY26, that may exceed \$17,500.

Res. #135

**Authorization of a Contract for Insurance with Gallagher Student Health & Special Risk
for Student and Athletic Accident and Non-Credit Insurance**

To approve the authorization of a contract with Gallagher Student Health & Special Risk for Student and Athletic Accident and Non-Credit Insurance that will exceed \$17,500 for the contract period of August 1, 2025 through July 31, 2026.

Res. #136

**Authorization to Utilize Cooperative Purchasing Contract with Amazon Business
via OMNIA Partners
Amazon
Seattle, WA**

To approve the authorization to utilize Amazon Business through the OMNIA Partners cooperative purchasing contract, for the purchase of goods and services as needed during FY26.

Res. #137

**Authorization of a Procurement of an Annual Expenditure for Food Services
Ashley Foods Inc.
Philadelphia, PA**

To approve the authorization of a procurement of an annual expenditure for food services with Ashley Foods for FY26, that may exceed \$17,500.

Res. #138

**Authorization of a Contract with CBIZ-Borden Perlman for Insurance for Commercial Package,
Excess Liability, Special Excess Liability, School Leaders E&O, Cyber Liability, Environmental,
and Aviation**

To approve the authorization of a contract with CBIZ-Borden Perlman for insurance for Commercial Package, Excess Liability, Special Excess Liability, School Leaders E&O, Cyber Liability, Environmental, and Aviation not to exceed \$600,715.

Res. #139

**Authorization of a Procurement of an Annual Expenditure for Goods and Services with Supplytall
South Jersey Paper Products, LLC
Vineland, NJ**

To approve the authorization of a procurement of an annual expenditure for goods and services with Supplytall South Jersey Paper Products, LLC, for FY26 expecting to exceed \$17,500.

Res. #143

**Authorization of a Procurement of an Annual Expenditure for Food Services
Village Supermarket
Springfield, NJ**

To approve the authorization of a procurement of an annual expenditure for food services with Village Supermarkets for FY26 expecting to exceed \$17,500.

Res. #144**Resolution for Extending the Current Contract for
Follett Higher Education Group, Inc.
Westchester, IL**

To approve the authorization an extension of the current contract with Follett Higher Education Group Inc. (campus bookstore) for a period not to exceed ninety (90) days, ending on September 30, 2025.

Res. #145**Authorization of Contract with Cedar Rental Properties LLC for Facade and Site Improvements at
the Cedar Market Property in Atlantic City**

To approve the authorization of a contract with Cedar Rental Properties LLC, for \$160,000 for the facade and site improvements to the Cedar Market Property on behalf of the Inlet CDC.

Res. #146**Authorization of a Contract for Shared Services
Atlantic County Improvement Authority**

To approve the authorization to enter into a shared services contract with the Atlantic County Improvement Authority (ACIA) for project management services, subject to available funding and mutual agreement by both parties.

Res. #147**Authorization of a Contract for Professional Services for the Aviation Program
Epic Aviation
Salem, OR**

To approve the authorization of a contract with Epic Aviation for professional services for the Aviation Program for FY26 that may exceed \$17,500.

Res. #148**Authorization of a Contract for Professional Services for the Aviation Program
Signature Flight Support
Orlando, FL**

To approve the authorization of a contract with Signature Flight Support for professional services for the Aviation Program for FY26 that may exceed \$17,500.

Res. #150**Authorization of a Procurement of an Annual Expenditure for Aircraft Maintenance Services
USAirAds
Woodbine, NJ**

To approve the authorization of a procurement of an annual expenditure for Aircraft Maintenance with USAirAds for FY26 that will exceed \$17,500.

Res. #151

**Authorizing the Award of Contract for Professional Services for the Aviation Program
Herlihy Helicopters Inc. dba Helicopter Flight Services
Medford, NJ**

To approve the authorization of a contract with Herlihy Helicopters Inc. dba Helicopter Flight Services for professional services for the Aviation Program for FY26 that may exceed \$17,500.

Res. #152

**Resolution Authorizing the Award of a Contract for New Jersey Community College Worker's
Compensation Insurance Pool**

To approve remit the estimated assessment of \$191,776 to the New Jersey Community College Insurance Pool for the New Jersey Community College Insurance Pool Worker's Compensation Fund.

Res. #140

**American Association of Community Colleges (AACC) and All Within My Hands Foundation's
Metallica Scholars Initiative**

To approve the application and, if awarded, accept up to \$75,000 over the grant term from the American Association of Community Colleges (AACC) and the All Within My Hands Foundation for the Metallica Scholars Initiative.

Res. #141

**Casino Reinvestment Development Authority (CRDA)
Capital Development Grant**

To approve the application and, if awarded, accept an allocation of up to \$2.5 million from the Casino Reinvestment Development Authority (CRDA) for a Capital Development grant over a term of one year.

Res. #142

Neighborhood Revitalization Tax Credit (NRTC) Program FY26

To approve the application and, if awarded, accept up to \$1,000,000 to carry out a project to implement the Inlet Neighborhood Plan, of which up to 50% to be funded by the New Jersey Department of Community Affairs and 50% to be funded by private partnerships.

Res. #149

National Student Basic Needs Coalition (SBNC) Peer Navigator Grant

To approve the application and, if awarded, accept up to \$2,500 over one year from the National Student Basic Needs Coalition for the Peer Navigator Grant Program.

Res. #154 Executive Session.

- Trustee Byrne motioned to approve the Consent Resolutions; Trustee Parker seconded. Motion carried.

IX. BUDGET REPORT

- Trustee Kyle reported under Resolution #129 – Regular Resolutions.

X. REGULAR RESOLUTIONS

Res. #129 FY25 Financial Statement for ten months ended April 30, 2025.

- Trustee Kyle stated the following:
 - As of May 31, 2025, the College has earned 97.0% of budgeted revenues and expended 93.1% of budgeted expenditures. This report reflects the FY25 budget modifications approved in April.
 - FY25 credits are -3.2% below the budgeted goal and down -1.5% from the prior year. High school dual credits totaling 8,082 credits are 26.7% above the budgeted goal which yielded \$540,729 in tuition revenue, or \$120,000 more than budgeted. After counting the dual credits, we are -1.2% below the budgeted credits goal and -0.8% down from the prior year. The FY2025 net credit tuition revenue shortfall is \$560,000.
 - The year-to-date salaries and benefits continue to track the same as the previous year.
 - Management projects that the College will remain within the revised FY25 budgeted margin. We are preparing for the FY25 closing process with many year-end adjustments to commence in July. The net margin will be determined once the final adjustments are complete.
- Trustee Byrne motioned to approve Resolution #129; Trustee Kyle seconded. Motion carried.

Res. #130A Award of Bids

- Chairperson Money informed the Board of two additional Resolutions for their consideration for approval.

Number	Item and Vendor Information	Amount
Bid Exempt 1164- REVISED	Federal Emergency Management Agency (FEMA) Map Amendment Neighborhood Revitalization Tax Credit Program (NRTC) (Grant Funded) Princeton Hydro Trenton, New Jersey	\$29,000.00
RFP 279a REBID	Interior Painting Services – K Building - Mays Landing Campus Chapter 12 Funds KHS&S Contractors of NJ Absecon, NJ	\$19,765.00
Total:		\$48,765.00

- Trustee Parker motioned to approve Resolution #130A; Trustee Clemans seconded. Motion carried.

Res. #153 Department of Labor (DOL) Strengthening Community Colleges Grant Program in Partnership with Ocean County College

- Chairperson Money: *Approve:* application and, if awarded, accept up to \$1,550,319 from the United States Department of Labor under the Strengthening Community Colleges (Round 5) program, in partnership with Ocean County College as the lead agency.
- Trustee Bey motioned to approve Resolution #153; Trustee White seconded. Motion carried.

XI. COMMITTEE REPORTS

PERSONNEL AND BOARD DEVELOPMENT

- Trustee Byrne: There are three incidents to report under the Cunningham Ruiz:
 - The Clery Report was reviewed and the reports will be included in the college's FY24 Cleary Report.

XII. FOUNDATION REPORT

- Trustee Bey stated the following:
 - The Foundation and the College are sponsoring the “50th Anniversary of the End of The Vietnam War”. This is the last tribute in the country to be sanctioned by the US Department of Defense. This event is a multi-day event September 17-20. Atlantic Cape alumni who served in Vietnam are spearheading the event led by Ray Williams, as well as Brigadier General (ret) Satterfield and many members of local VFWs, Retired Police and Firefighters, Goldstar and Bluestar Mothers and more. We will keep you updated on the festivities when we get closer to the event.
 - The Foundation is closing out FY25 with awarding 767 scholarships to 517 students in the amount of \$766,945 (unaudited); slightly down from the prior year. By comparison, last year the Foundation awarded \$792,000 scholarships.

XIII. REPORT OF THE NJ COUNCIL OF COUNTY COLLEGES

- Dr. Gaba shared that the Council held its second annual NJ Community Colleges Opportunity Summit the Hard Rock Hotel & Casino June 4-6, 2005. The Summit drew a participation of over 400 attendees from across the state including trustees, presidents, faculty, and staff. The focus was on the diverse pathways' community colleges help students succeed. As mentioned earlier, Trustee Money received the Distinguished Alumni Award. Also, Dr O'Brien-McMasters led a panel discussion on our initiatives to effectively serve adult learners
- Dr. Gaba also reported that advocacy efforts continued for restoration of \$20M to the Governor's FY26 proposed budget for community colleges. Final budget is due on June 30 and she will updated the Board once everything is finalized.

XIV. OTHER BUSINESS

- Chairperson Money announced that annual evaluation of Dr. Gaba will be commencing in two weeks. ACCT will be coordinating this process. The evaluation committee is led by Trustee Parker, and Trustee Dawson and Trustee Castillo serve on the committee.

XV. COMMENTS FROM THE PUBLIC

- Caesar Niglio, President of the ACCCEA, reported that the Association in Commencement by handing out water bottles to guests in the audience.
- Caesar also shared that the Association participated in Atlantic County's "Pride in the Park" event for the second year in a row by hosting a Tie-Dye booth and raised \$110 in student scholarships.

XVI. EXECUTIVE SESSION

- At 7:20 PM, Chairperson Money requested to go into Executive Session to discuss personnel, litigation, anticipated contracts and matters of attorney-client privilege; Trustee Clemans motioned; Trustee Parker seconded. Motion carried.

XVII. ADJOURNMENT

- At 7:35 PM, Chairperson Money motioned to adjourn the meeting; Trustee Parker seconded. Motion carried.