

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 January 26, 2026, the rescheduling of the January 27, 2026 regular meeting to January 29, 2026 in light of inclement weather was emailed to the clerks of Atlantic and Cape May Counties and the Board of Commissioners of Atlantic and Cape May Counties, and all parties who request such notices and posted on the Atlantic Cape website.

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 (phone)
- ✓ Flora Castillo (arrived 5:46PM)
- ✓ Christina Clemans (phone; arrive 5:30PM)
- ✓ Dr. Thomas Dawson
- X Dr. Judith DeStefano
- ✓ Ambrose Gray (phone)
- ✓ Dr. Harvey Kesselman
- ✓ Monica Kyle
- ✓ Priya Momi
- ✓ Daniel Money
- ✓ Donald Parker
- ✓ Barbara Stafford-Jones (phone; arrived 5:30PM)
- ✓ Maria Ivette Torres (phone)
- ✓ Brigitte White

Legal Counsel:

- ✓ Will Donio, Esq.

Public in Attendance:

- ✓ Bonnie Lindaw, Atlantic County Chief Financial Officer
- ✓ Alexandra Sanchez

College Personnel:

- ✓ Dr. Barbara Gaba, President
- ✓ Laura Batchelor, Chief Marketing Officer
- X 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
- ✓ Krista McConnell, Director of Cape May County Campus & Community Outreach
- X 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:

- ✓ Chris Mularz, Advancement Officer and Associate Director of the Foundation
- ✓ Victor Moreno

Students in Attendance:

- ✓ Braelyn Brant, Student Athlete
- ✓ Alexandra Ramirez, Student Athlete
- ✓ Matthew Sanchez, Student Athlete
- ✓ Caesar Niglio, Director, Enterprise Applications, Info Tech Services, ACCCEA President
- ✓ Luis Giovanni Paz, Men's Soccer Head Coach
- ✓ Wesley Raywood, Women's Soccer Head Coach
- ✓ Rosemary Reidy, Executive Assistant, Office of the President & Board of Trustees
- ✓ Shane Ritchie, Manager of the Cape May County Campus and Campus Operations, and Women's Cross Country Coach
- ✓ Chris Vallese, Technical Solutions Engineer
- ✓ David Zuba, Public Relations Manager and Copywriter

IV. CALL TO ORDER

- Chairperson Money called the meeting to order at 5:10PM on January 29, 2026 at the Mays Landing Campus.
- *Secretary's Note: Quorum was obtained at 5:46PM.*

V. HONORARY RESOLUTION**Res. #63B****Retirement of Daymis Alicea, Student Services Navigator, Center for Student Success**

To acknowledge the retirement of Daymis Alicea, Student Service Navigator, Center for Student Success, effective December 11, 2025.

Res. #73**Recognition of Alexandra Ramirez as Region 19 All-Garden State Athletic Conference Accolades & NJCAA Open Nationals**

To congratulate Alexandra Ramirez for receiving Region 19 All-Garden State Athletic Conference (GSAC) Division III accolades for women's cross-country, placing in 4th place at the NJCAA Region 19 Championship in New Jersey, and for placing in 24th place, out of 80 runners, in the NJCAA Open Nationals.

Res. #73A**Recognition of Jancarlos Bados All-Region 19 All-Garden State Athletic Conference (GSAC) Division III Second Team Honoree for Men's Soccer**

To congratulate Jancarlos Bados for receiving the All-Region 19 All-Garden State Athletic Conference (GSAC) Division III Second Team distinction for men's soccer.

Res. #73B**Recognition of Matthew Sanchez All-Region 19 All-Garden State Athletic Conference (GSAC) Division III Third Team Honoree for Men's Soccer**

To congratulate Matthew Sanchez for receiving the All-Region 19 All-Garden State Athletic Conference (GSAC) Division III Third Team distinction for men's soccer.

Res. #73C

Recognition of Braelyn Brant All-Region 19 All-Garden State Athletic Conference (GSAC) Division III First Team Honoree for Women's Soccer

To congratulate Braelyn Brant for receiving the All-Region 19 All-Garden State Athletic Conference (GSAC) Division III First Team distinction for women's soccer.

- Chairperson Money motioned the approval of all honorary resolutions; Trustee Parker motioned; Trustee Dawson seconded. Motion carried.

Opening Remarks:

- Chairperson Money congratulated Trustee Flora Castillo for being elected as the Vice President of Finance of the Latina Civic Action Executive Board; and also congratulated Dr. Gaba for receiving the Lifetime Achievement Award from the Atlantic County Economic Alliance (ACEA). Lastly, Chairperson Money shared an update on the Presidential Search Committee.

VI. President's Report

- Dr. Gaba discussed featured stories including faculty and leadership spotlights, student success, athletics, the Inlet Development Corporation (CDC) events, student engagement activities, community outreach in Atlantic and Cape May counties, the Cape May County bizHub, and recruitment events.
- Dominic Sambucci, Chief Business Officer, presented on "Chapter 12 & Facilities Deferred Maintenance Plan Update".

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. #61 Reorganization Session Minutes (November 18, 2025).

Res. #62 Regular Session Minutes (November 18, 2025).

Res. #62B Regular Session Minutes (December 22, 2025).

Res. #63

Personnel Action

Approve: Appointments: **Tousha Bailey**, appointed to the position of Assistant Professor of Nursing, Academic Affairs, effective January 12, 2026, at an annual salary of \$64,377; **Christina Shannon**, appointed to the position of Assistant Professor of Nursing, Academic Affairs, effective January 12, 2026, at an annual salary of \$64,377.

Res. #63A

Personnel Action

Approve: Appointments: **Jessy Cocciolone**, appointed to the position of Center for Accessibility Counselor I, Center for Accessibility, effective February 2, 2026, at an annual salary of \$64,377; **Kayla**

Corson, appointed to the position of Student Services Navigator, Center for Student Success, effective February 2, 2026, at an annual salary of \$53,016.

Transfers: **Kathryn Hagel**, transfer from Testing Specialist to the position of Student Services Specialist, Center for Student Success, effective February 2, 2026, at her current annual salary.

Promotions: **Rahshana Davis**, promoted to the position of Assistant Director of One Stop Enrollment Services, Enrollment and Recruitment, effective February 2, 2026, at an annual salary of \$70,889; **Maria Pitot**, promoted to the position of Student Services Navigator, Center for Student Success, effective February 2, 2026, at an annual salary of \$54,341.

Res. #63C

2025 Employee of the Year

To congratulate Gerald “Jerry” Fox, Program Coordinator, Instructional Technology, on being named the 2025 Employee of the Year.

Res. #63D

Policy Updates

Policy No. 20 *Presidential Search*
 Policy No. 26 *Presidential Emeritus*

To approve the revisions to Policy No. 20 *Presidential Search*, and reaffirms Policy No. 26 *President Emeritus*.

Res. #74

**Trustee Mark Sandson
 Honorary Resolution**

To extend to Trustee Mark Sandson the Board’s appreciation for his service to the Board, the College, the Foundation, and its students.

Res. #65

Awards of Bids

Number	Item and Vendor Information	Amount
Bid Exempt #1244 REV.	Building E – Gym Interior Renovations – Restroom and Office Renovations Chapter 12 Funds Spiezle Architectural Group, Inc. Hamilton, NJ	\$153,860.00
Bid Exempt #1247 REV.	Theater McQuay Unit Circuit #2 Compressor Replacement R&R Funds Edward R. Woods & Co. West Trenton, NJ	\$28,735.00

Number	Item and Vendor Information	Amount
Bid Exempt #1255	Classroom Supplies Consolidated Adult Basic Skills (ABS) and Integrated English Literacy FY26 Grant (Grant Funded) Oxford University Press Cary, NC	\$35,000.00 (Not to Exceed)
Bid Exempt #1256	Campus Entrance Access Control System - Cape May County Campus Chapter 12 Funds RCS International Forked River, NJ	\$24,230.36
Bid Exempt #1258	Faculty and Staff Training Platform Institutional Funds Scenario Learning, LLC dba Vector Solutions Tampa, FL	\$22,680.00
Bid Exempt #1260	Building E - Gym Renovations - External Gym Doors Replacement Chapter 12 Funds Jersey Architectural Door & Supply Inc. Atlantic City, NJ	\$27,900.00
Total:		\$292,405.36

Res. #125-Rev.

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

To approve the authorization for an additional payment of \$18,363.00 to the original estimate of \$215,000.00, making the FY2024-2025 total \$233,363.00 to the New Jersey Community College Insurance Pool Worker’s Compensation Fund.

Res. #66

**Authorization of the Procurement for Specialized Metal Fabrication, Equipment Repair, and
Related Services for the Pickleball Court in Atlantic City**

**Accent Fence Inc.
Egg Harbor City, NJ**

To approve the authorization of a procurement for specialized metal fabrication, equipment repair, and related services for the Pickleball Court in Atlantic City Accent Fence Inc. for FY26 which may exceed \$17,500.

Res. #67

**Authorization to Execute the Second Amendment to the Bookstore Operating Agreement with
Follett Higher Education Group, LLC
Chicago, IL**

To approve the authorization the execution of the Second Amendment to the Bookstore Operating Agreement with Follett Higher Education Group, LLC, effective July 1, 2025, through June 30, 2030, with automatic one-year renewal terms thereafter unless terminated in accordance with the Agreement.

Res. #68

**Authorization of the Procurement of Equipment Repair and Related Services
Motors & Drives, Inc.
Atlantic City, NJ**

To approve the authorization of a procurement of equipment repairs and related services with Motors & Drives, Inc. for FY26 which may exceed \$17,500.

Res. #70

**New Jersey Economic Development Authority (NJEDA)
New Jersey Asset Activation Planning Grant Program**

To approve the application and, if awarded, to accept up to \$100,000 from the New Jersey Economic Development Authority for the New Jersey Asset Activation Planning Grant Program.

Res. #71

**The New Jersey Office of the Secretary of Higher Education (OSHE)
Career Accelerator Internship Grant Program**

To approve the application and, if awarded, to accept up to \$80,000 from the New Jersey Office of the Secretary of Higher Education for the Career Accelerator Internship Grant Program.

Res. #72

**Community Foundation of New Jersey
New Jersey Food Fund Essential Services Grant**

To approve the acceptance of an allocation of \$7,100 from New Jersey Food Fund Essential Services Grant through the Community Foundation of New Jersey.

Res. #76 Executive Session.

- Trustee Castillo motioned to approve the Consent Resolutions; Trustee Dawson seconded. Motion carried.

IX. BUDGET REPORT

- Trustee Kyle reported under Resolution #2 and Resolution #64 – Regular Resolutions.

X. REGULAR RESOLUTIONS

Res. #2 FY25 Draft Financial Statement for twelve months ended June 30, 2025 as of January 12, 2026.

- Trustee Kyle stated the following:

- As of this draft, the College has earned 100.15% of budgeted revenues and expended 99.77% of budgeted expenditures.
 - The auditor's field work is almost complete, and the plan is to present the FY2025 Annual Comprehensive Financial Report and audit results at the February Board of Trustees meeting.
 - The FY2025 net margin is (\$1,113,997), with an additional (\$113,865) for encumbrances, leaving \$159,454 of budgeted fund balance unused and therefore available for future years.
- Trustee Parker motioned to approve Resolution #2; Trustee Castillo seconded. Motion carried.

Res. #64 FY26 Financial Statement for six months ended December 31, 2025.

- Trustee Kyle stated the following:
- As of this draft, the College has earned 55.0% of budgeted revenues and expended 54.2% of budgeted expenditures.
 - The revenue from tuition and fees for Summer and Fall is \$110,396 higher than the budgeted amount.
 - In total, revenue is tracking 4.2% higher than the same time last year, while expenses are -0.5% lower than the prior year.
 - Management has put into place strategies designed to mitigate the healthcare premium increases exceeding 17%, effective January 1st. As a result of these strategies, management anticipates staying within the budgeted FY2026 margin.
- Trustee White motioned to approve Resolution #64; Trustee Kyle seconded. Motion carried.

Res. #69 Acknowledging the Inlet Community Development Corporation (CDC) Neighborhood Revitalization Trust and City of Atlantic City Resolution No. 854.

- Trustee Kyle stated the following:
- This Resolution is to Acknowledge the establishment of the Inlet Community Development Corporation (CDC) Neighborhood Revitalization Trust and the adoption of Resolution No. 854 by the City of Atlantic City.
- Trustee Castillo motioned to approve Resolution #69; Trustee Kesselman seconded. Motion carried.

Res. #75 to approve the revisions to the Board of Trustees Bylaws.

- Trustee Kesselman motioned to approve Resolution #75; Trustee Parker seconded. Motion carried.

XI. COMMITTEE REPORTS

PERSONNEL AND BOARD DEVELOPMENT

- Trustee Dawson: no report.

XII. FOUNDATION REPORT

- Trustee Momi stated the following:
- The Foundation Audit is complete, with no findings. The foundation report noted that there was \$1.5 million raised this year from donors with \$404,000 in college support given to the college which includes \$45,000 for administrative support, \$75,000 payment for the scoreboard, \$40,000 for the athletic van, and a \$165,000 grant for the air traffic control simulation lab. Additionally, it was noted that \$52,500 was raised for the food pantries and emergency funds.
 - The foundation ended FY25 with \$767,000 awarded in scholarships to 767 students.

- The restaurant gala is coming up on March 12 with two raffles this year, a \$100 50/50 and a \$50-2nd raffle for a collection of restaurants-dinner for 8. Sponsorships and tables are still available.

XIII. REPORT OF THE NJ COUNCIL OF COUNTY COLLEGES

- Dr. Gaba reported that the Department of Treasury confirmed \$92M for FY27 in Chapter 12 Funds. In addition, the Treasury issued the FY26 Chapter 12 Debt Service Authorization Letters to the colleges, giving the counties the authority to bond for the amounts approved by the Council.
- Furthermore, Dr. Gaba noted the creation of a Council Task Force on Health Insurance as a result of the significant and concerning increases in health care costs, the Council will be convening an informal task force of community college senior staff to meet monthly to:
 - Serve as a forum for information sharing as colleges explore longer-term solutions to health insurance;
 - Gather information on possible options;
 - Inform Council efforts to advise state policy makers on both the impact on health care costs and on possible state policy solutions.
- Lastly, Dr. Gaba reported on the FY27 State Budget request from the Council, which consists of \$174.2M in operating aid, a Health Care Supplemental Funding of \$30M to help offset the rise in health insurance, and \$30M toward the New Jersey Community College Workforce Credentials of Value initiative.

XIV. OTHER BUSINESS

- No other business.

XV. COMMENTS FROM THE PUBLIC

- Caesar Niglio, President of the ACCCEA, reported that the Association worked with Leslie Jamison and Dominic Sambucci in transiting out of the current healthcare insurance plans in December, and noted the transition was done very well. Everyone appreciated the transparency of moving off the state's health insurance coverage.
- Caesar also noted that negotiations for a new contract term with College leadership begins the following week.
- The Association applied and received a student mental health grant through NJEDA, and in the coming months they will be supplying students with food, offer workshops around mental health, and more to promote mental wellness.
- Lastly, the Association donated 500 shirts to the Atlantic City Rescue Mission this past December.

XVI. EXECUTIVE SESSION

- At 6:25 PM, Chairperson Money requested to go into Executive Session to discuss personnel, litigation, anticipated contracts and matters of attorney-client privilege; Trustee Torres motioned; Trustee Castillo seconded. Motion carried. *Secretary's Note: regular session was called back to order at 7:01 PM.*

XVII. ADJOURNMENT

- At 7:02 PM, Trustee Parker motioned to adjourn the meeting; Trustee Kyle seconded. Motion carried.