

Atlantic Cape Community College
Board of Trustees
Reorganization Meeting Minutes
November 18, 2025

I. Call to order by Chairperson

- Chairperson Money called the annual Reorganization Meeting of the Board of Trustees of Atlantic Cape Community College to order on November 18, 2025 at 6:00PM.

II. Statement by Secretary confirming adequate notice of meeting

- 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 October 27, 2025, advance written notice of the November 18, 2025 reorganization 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.

III. Flag Salute

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

IV. Roll Call

- McAlister provided a roll call for board members and marked others in attendance.

Board Members:

- X Ellen Byrne
- ✓ Flora Castillo
- ✓ Christina Clemans (phone)
- ✓ Dr. Thomas Dawson
- ✓ Dr. Judith DeStefano
- X Ambrose Gray
- ✓ Monica Kyle
- ✓ Priya Momi
- ✓ Daniel Money
- ✓ Donald Parker
- X Mark Sandson
- ✓ Barbara Stafford-Jones (phone)
- ✓ Maria Ivette Torres
- X Brigitte White
- ✓ Leslie White-Coursey

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

Legal Counsel:

- ✓ Will Donio, Esq.

Public in Attendance:

- ✓ Bonnie Lindaw, Atlantic County
Chief Financial Officer (phone)
- ✓ Victor Garlitos

Faculty and Staff in Attendance:

- ✓ Chris Mularz, Advancement Officer and Associate Director of
the Foundation
- ✓ 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
- ✓ David Zuba, Public Relations Manager and Copywriter

V. Nominations for Chairperson

- Chairperson Money thanked the Nominating Committee: Trustee Flora Castillo, Chair; Trustee Maria Ivette Torres; Trustee Thomas Dawson; and Trustee Christina Clemans.
- Chairperson Money asked Trustee Castillo to present the nominations for Chairperson.
- Trustee Castillo stated that the Nominating Committee nominates Trustee Daniel Money, an Atlantic Cape alumnus, for the position of Chairperson of the Board of Trustees.
- Trustee Castillo asked if there were any nominations for Chairperson from the Floor. None noted.
 - a. Closing of Nominations
- Trustee Castillo motioned to close nominations for Chairperson; Trustee Torres seconded; Trustee Money abstained.
- Motion carried.
 - b. Election of Chairperson
- Trustee Castillo made a motion to approve Trustee Money as Chairperson; Trustee Torres seconded; Trustee Money abstained.
- Motion carried.
 - c. Chair turned over to Chairperson by Chairperson pro-tempore
- Chairperson Money stated that it is his pleasure and honor to continue to serve as the Chairperson of the Board of Trustees, and he is looking forward to the year ahead.

VI. Nominations for Vice Chairperson

- Chairperson Money asked Trustee Castillo to proceed with the nominations for Vice Chairperson.
- Trustee Castillo stated that the Nominating Committee nominates Donald Parker for the position of Vice Chairperson.
- Chairperson Money asked if there were any nominations for Vice Chairperson from the floor. None noted.

a. Closing of Nominations

- Chairperson Money motioned to close nominations for Vice Chairperson; Trustee Castillo seconded; Trustee Parker abstained. Motion carried.

b. Election of Vice Chairperson

- Trustee Castillo motioned to approve Trustee Donald Parker as Vice Chairperson; Trustee Dawson seconded; Trustee Parker abstained. Motion carried.
- Trustee Parker stated he is an honor to continue to serve as the Vice Chairperson of the Board of Trustees.

VII. Nominations for Treasurer

- Chairperson Money asked Trustee Castillo to proceed with the nominations for Treasurer.
- Trustee Castillo stated that the Nominating Committee nominates Trustee Monica Kyle for the position of Treasurer.
- Chairperson Money asked if there were any nominations for Treasurer from the floor. None noted.

a. Closing of Nominations

- Trustee Castillo motioned to close nominations for Treasurer; Trustee Torres seconded; Trustee Kyle abstained. Motion carried.

b. Election of Treasurer

- Trustee Castillo motioned to approve Trustee Monica Kyle as Treasurer; Trustee Dawson seconded. Motion carried.
- Trustee Kyle expressed she is honored to continue to serve as Treasurer for the Board.

VIII. Appointment of Secretary of the Board

- Trustee Castillo motioned to reappoint Jean McAlister as Secretary of the Board of Trustees; Trustee Torres seconded. Motion carried.
- Chairperson Money thanked the Nominating Committee for their work.

IX. Adoption of Regular Meeting schedule

- Chairperson Money requested adoption of the 2025-2026 meeting schedule as it appears in the packet.
- Trustee Castillo motioned to approve the amend 2025-2026 calendar; Trustee Castillo seconded. Motion carried.

X. Resolution #59, Banking Depositories

- Trustee Kyle stated that this Resolution is the annual Designation of Banking Depositories/Funds Transfer Agreements presented at the Reorganization meeting and defines the officials authorized as signatories on college checks, the number of signatures required (2), and the dollar amount limits for those signatures. The Resolution also authorizes ACH transfers for payroll and accounts payable liabilities and funds transfer agreements by one of the listed signatories. There are no changes from

the prior year.

- Trustee Castillo motioned to approve Resolution #59; Trustee Torres seconded. Motion carried.

XI. Appointments/Recruitment for Standing Committees

- Chairperson Money stated that he is in the process of reviewing the Committee requests and will advise committee assignments in December. He thanked the Trustees for their service on these committees.

XII. Annual Trustee Forms

- Chairperson Money requested that the Board Members complete the annual Code of Ethics Pertaining to Conflicts of Interest for College Trustees disclosure form and return to the Board Secretary. The reorganization packet also contains the Eight Key Principles for Community College Trustees. 2026 Financial Disclosure Statements will require electronic filing in the near future.

XIII. Adjournment

- At 6:13PM, Trustee Castillo motioned to adjourn; Trustee Dawson seconded.
- Motion carried.