

TRENTON STATE COLLEGE CORPORATION

Board of Directors Meeting Minutes

Tuesday, May 6, 2008

Loser Hall, Room 120

8:00 a.m.

I. Announcement of Compliance

It is hereby announced and recorded that the requirements of the Open Public Meeting Act as to proper notification of time and place of meeting have been satisfied.

The Open Public Meetings Act, or Sunshine Law, requires that the Board notify the public of impending meetings, and that it conduct those meetings in public. While the law does not require public participation in those meetings, the Board of Directors welcomes input from the college community and the general public.

The announcement of meetings is published in the Times of Trenton and the Trentonian. The announcement states that individuals who wish a copy of the agenda may request same by calling (609) 771-3312. The agenda is placed on the bulletin board on the second floor of Green Hall, opposite room 207, 48 hours prior to the meeting.

The Board approved procedures to be observed by the Trenton State College Corporation Board of Directors in conducting its public meetings. Requests to speak to agenda items are to be registered at least 24 hours in advance of the public meeting. Requests to speak to other items relevant to the Board's powers and duties must be submitted in writing at least one week prior to the Board meeting and should specify in detail the nature of the topic and comments. Forms to register shall be available in the office of the Trenton State College Corporation.

II. Motion to go into closed session

It was moved by Dr. Brenda Leake and seconded by Rodney Thompson that the board go into closed session to discuss personnel actions, property acquisitions, and other items exempt under the Open Public Meetings Act.

III. Closed Session

IV. Resumption of Public Session

V. Approval of Minutes of the March 20, 2008 board meeting.

It was moved by Patrice Coleman and seconded by Joseph Vales that the minutes be approved.

VI. Report of the Chair

A. Executive Committee

The Executive Committee of the Board of Directors met on Tuesday, 5 May 2008 via conference call. The following items were discussed:

1. Occupancy Report
2. TSCC Finances
3. Property Acquisitions/Sales Update
4. Personnel Matters
5. Report of the Nominating Committee
6. Fiscal Year 2009 Proposed Budget Request
7. Review of 6 May 2008 Board of Directors Meeting Agenda

B. Report of the Nominating Committee

Call for a report of the nominating committee.

The nominating committee of the board met to discuss a slate of officers for fiscal year 2009. The Committee proposes the following slate of officers for next year:

Joseph Vales	–	Chair
Dr. Brenda Leake	–	Vice Chair
Dan Eckrote	–	Secretary
Scott Allen	–	Assistant Secretary and Treasurer

C. Conclusion

This concludes the report of the Chair.

VII. Report of the President

A. Occupancy Report

- a. Faculty/Staff Housing Program
 - 215 Bull Run Road – vacant, available for rent
 - 213 Bull Run Road –vacant, available for rent
 - 8 Flower Hill Terrace – vacant, available for rent
 - 209 Bull Run Rd.- vacant, available for rent
 - 9 Clement Ave.- vacant, available for rent
 - 1944 Pennington Road – vacant, rented starting 1 August 2008
 - 3A Campus Court.- vacant, rented starting 1 August 2008
 - 17 Flower Hill Terrace.- vacant, rented starting 1 July 2008
- b. Exchange Housing
 - i. 50 Green Lane – vacant, available for visiting faculty
 - ii. 57 Green Lane – vacant, available for visiting faculty

B. TSCC Finances

- a. Budget
 - Finances in good standing per discussion in closed session.
- b. Issues
 - Country Club Apartments tree damage
- c. Review of rental rate increase of 4% per discussion held during 20 March 2008 board executive session. (No action required)

C. Property Acquisitions/Sales Update

- a. Acquisitions
 - 1944 Pennington Avenue

D. Planning Update

Review of college town planning discussion held during 20 March 2008 board executive session. (No action required)

E. Conclusion

This concludes the President's Report

VIII. New Business

A. FY09 Proposed Budget Proposal (Attachment A)

It was moved by Anne LeBate and seconded by Joeseeph Vales that the Board of Directors approve the FY09 Budget Proposal.

B. Resolution Authorizing Waivers of Quotation for Corporation Business Purposes (Attachment B).

It was moved by Dr. Brenda Leake and seconded by Rodney Thompson that the resolution be approved.

C. Election of officers to the TSC Corporation Board of Directors for 2008-2009.

It was moved by Anne LeBate and seconded by Rodney Thompson that the following slate of officers for fiscal year 2009, as recommended by the nominating committee, be accepted by the Board:

Chair	Joseph Vales
Vice Chair	Dr. Brenda Leake
Secretary	Dan Eckrote
Treasurer/Assistant Secretary	Scott Allen

D. Personnel Actions

1. It was moved by Dr. Brenda Leake and seconded by Rodney Thompson that the reappointment of the following employees be approved for FY08:

Curt Heuring	President
Scott Allen	Acting Operations Manager
Shawn Kochis	Senior Repairer
Vacant	Office Manager

2. Resolution Implementing FY08 Salary Adjustments for TSC Corporation Employees (Attachment C).

It was moved by Patrice Coleman and seconded by Dr. Brenda Leake that the resolution be approved.

- E. Resolution approving the 2008-2009 Calendar of Public Meetings for the TSC Corporation Board of Directors (Attachment D).

It was moved by Dr. Brenda Leake and seconded by Steven Link that the resolution be approved.

- F. Resolution honoring Mr. Steven Link (Attachment E)

It was moved by Rodney Thompson and seconded by Joseph Vales that the resolution be approved.

IX. Adjournment

It is moved by Joseph Vales and seconded by Rodney Thompson that the following resolution be approved.

RESOLVED: That the next public session of the Trenton State College Corporation will be held on Thursday, October 23, 2008 in Loser Hall, Room 120 at 8:00 a.m.

BE IT FURTHER RESOLVED: That this meeting is adjourned.

FISCAL YEAR 2009
OPERATING BUDGET PROPOSAL

(to be distributed at meeting)

**RESOLUTION AUTHORIZING WAIVERS OF QUOTATION
FOR CORPORATION BUSINESS PURPOSES**

WHEREAS: The Trenton State College Corporation purchasing guidelines provide for the waivers of quotations for goods and services in excess of \$28,300 under specified circumstances, and

WHEREAS: The processes require that the Trenton State College Corporation Board of Directors approve such waivers, now

THEREFORE BE IT RESOLVED: The Trenton State College Corporation Board of directors approve FY09 waivers to the following vendors for purposes designated herein:

VENDOR	PURPOSE
Public Service Electric and Gas \$123,000	Payment of electric and gas service for properties managed by the Corporation
Townships of Ewing and Hopewell \$307,000	Payment of property and sewer taxes for properties managed by the Corporation.
Bank of America Insurance \$69,000	To provide insurance coverage on properties managed by the Corporation, auto insurance on 2 trucks, and Directors/Officers liability insurance

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RESOLUTION IMPLEMENTING FY09 SALARY ADJUSTMENTS FOR
TRENTON STATE COLLEGE CORPORATION EMPLOYEES

WHEREAS: Article IV of the Trenton State College Corporation Bylaws states that the President of the Corporation shall be responsible for fixing the compensation of all employees of the Corporation with the approval of the Board of Directors; and

WHEREAS: The evaluation process for employees of the Corporation is identical to the procedures established for The College of New Jersey's unit and non-unit employees; now

THEREFORE BE IT RESOLVED: That the Board of Directors hereby authorizes the President of The Trenton State College Corporation to implement FY08 salary adjustments for employees corresponding to each employee's most recent performance evaluation rating; and,

BE IT FURTHER RESOLVED: That said adjustments be effective July 1, 2008 and that said adjustments shall conform to the adjustments approved for The College of New Jersey's unit and non-unit employees.

May 6, 2008

TRENTON STATE COLLEGE CORPORATION
BOARD OF DIRECTORS
CALENDAR OF PUBLIC MEETINGS FOR FY09

Thursday, October 23, 2008 8:00 a.m.

Thursday, January 22, 2009 8:00 a.m.

Thursday, March 19, 2009 8:00 a.m.

Monday, May 4, 2009 8:00 a.m.

Location: Paul Loser Hall Conference Room 120

**RESOLUTION HONORING
MR. STEVEN LINK**

- WHEREAS: Mr. Steven Link has contributed to campus life at The College of New Jersey in a wide range of activities over the past several years; and
- WHEREAS: Mr. Link's contributions, while earning his degree have included service to The College as a member of the Trenton State College Corporation Board of Directors for the 2006-2007 and 2007-2008 academic years; and
- WHEREAS: Mr. Link has additionally served as secretary of the aforementioned Board of Directors from July 1, 2007 to June 30, 2008; and
- WHEREAS: Mr. Link has provided insights to the Corporation Board which reflected the interests of the citizens of New Jersey and the entire College of New Jersey community; and
- THEREFORE BE IT RESOLVED: That the Trenton State College Corporation Board of Directors expresses its gratitude to Mr. Link for his service to the State of New Jersey, The College of New Jersey, and the Trenton State College Corporation. The Board of Directors wishes him much success in all future endeavors.