

DMA Board Meeting Minutes
Date: May 19, 2025
Start Time: 18:00 hours
Adjourn Time: 18:49 hours
Meeting Duration: 0 hours 49 minutes

Present: Brian Rostocki, Helen Barbato, Scott Green, CAPT Dan Bates, Don McLamb, Jennifer McCloskey, Michael Berardi, Glen DiEleuterio, Dan Newcott

Absent: Chris Kenny, Nicole Krajewski, Ken Gatson, Jelena Batula

TOPIC	DISCUSSION	ACTION
• Call to Order	• At 18:00 hours, Chairperson Rostocki called the May DMA Board meeting to order. Following the Pledge of Allegiance and a Moment of Silence.	○ None required
• Public Comments	• N/A	
• Secretary's Report	• The secretary's report for April 2025 meeting distributed for approval. • First: Rostocki • Second: McLamb Vote: unanimous – approved	None Required
• Commandant's Report	ACADEMIC AND PROGRAMMATIC UPDATES: • Graduation is June 5, 2025 <ul style="list-style-type: none">○ Four seniors had Academic Review Boards, as they are in danger of having to graduate over the summer. The ARB also took place for four juniors, ten sophomores, and 17 freshmen. The Board included any cadet failing any classes in the second semester.	• None Required

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	<ul style="list-style-type: none"> • Academic Award and Athletic Awards nights were a success. • End of the year dates <ul style="list-style-type: none"> ○ 5/30: Bell Ringing ○ 6/5: Graduation ○ 6/13: Last day of school for cadets ○ 6/20: DMA Golf Outing • DMA sports signing day was held on May 14, 2025 <p>ADMINISTRATIVE UPDATES</p> <ul style="list-style-type: none"> • Continuing to interview for open positions • Sewer pump update <ul style="list-style-type: none"> ○ New pipe has been installed, awaiting county inspection. ○ Plan is to pressurize when school is closed. ○ About 60% of the cost has been paid. • Keeping an eye on the future: <ul style="list-style-type: none"> ○ Updating the master schedule to include ELA and math every day. New system is helping us do more with scheduling. ○ Federal grants submissions will occur over the summer. • NJROTC Updates <ul style="list-style-type: none"> ○ NJROTC awards night was a success. ○ Cadet Change of Command ceremony completed. ○ DMA was given the status of Distinguished with Honors from the Navy. 	

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<ul style="list-style-type: none"> Treasurer's Report 	<p>Treasurer's Report: Report Provided by Don McLamb Financials of 4/30/2025</p> <ul style="list-style-type: none"> 83.33% through our Fiscal Year (10 of 12 months). <p>Revenue</p> <ul style="list-style-type: none"> \$8.15 million of the budget has been collected, which is 93.4% of budgeted revenue. <ul style="list-style-type: none"> There is 577,000 left to collect. Since last month, \$51,000 has been collected. Revenue items still running behind fiscal year amount: <ul style="list-style-type: none"> Navy aid (\$166K) and ROTC (\$39K) total (\$205K) Donation/Fundraising (\$133K) Admin Fees: LYTD we had collected \$64K versus this year \$6,250. Acceptance letters going out separately may account for slowed payments. <p>Expenses</p> <ul style="list-style-type: none"> \$7.58 million YTD expenses have been incurred, which is 86.9% of budgeted expenses. YTD expenses are approximately 5.4% higher than YTD last year (6,2% in March) Net Surplus YTD is \$569K as of April 30, 2025. In March surplus was \$1.23M. Surplus decreased approx. \$660K in April. 3-month average monthly decline in Surplus was \$640K. As you can see, we are expecting to fall into a deficit before year end. 	<p>None required</p>

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	<ul style="list-style-type: none"> • Expenses to note: <ul style="list-style-type: none"> ○ Personnel expenses (Salary & benefits) Since last meeting, remain approx. \$283k over YTD budget ○ Health insurance now exceeds full year budget of \$600,000, exceeding by \$84K with 2 months remaining in the fiscal year. Prior full year \$627K • Currently, there are no new items of revenue or expense that have an unexplained material variance from budgeted amounts. • Year-end projected surplus/deficit 6/30/25: <ul style="list-style-type: none"> ○ \$569K surplus 4/30/25 ○ Add \$75K collected from Navy Aid in May ○ Subtract 2 months of average expenses \$1.4M (2 months @ \$700K – 3-month average monthly expenses • Project YE deficit without any more revenue collected is approximately \$750K <ul style="list-style-type: none"> ○ Collect remaining Navy Aid and ROTC \$130K = Deficit \$620K ○ Collect admin fee 80% of remaining \$60K = deficit \$560K ○ This projection does not consider this year's Staff Loyalty and Longevity Program. • Other financial items to note: <ul style="list-style-type: none"> ○ Unrestricted Cash Balance (Build up over years!!) 4/30/2025 \$4.16M, 2024 \$4.77M decrease approx. \$610K. ○ Loyalty & Longevity Staff compensation Program: Financial Committee discussed importance of program and an amount up to \$90K. Going forward this needs to be part of Budget. 	

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	First: Rostocki Second: Barbato <ul style="list-style-type: none"> Vote: unanimous – approved 	
<ul style="list-style-type: none"> Finance Committee 	Finance Committee <ul style="list-style-type: none"> Met on 5/15/25, next meeting is 6/23 at 12 noon ET. Discussed April 2025 financials and reviewed material variances. Tried to project 6/30 year-end Surplus/Deficit with 2 months remaining Discussed Loyalty & longevity amount for current year. Citizens Board Oversight Committee (CBOC) <ul style="list-style-type: none"> Met on 5/8/25 Reviewed March statements. Planning to test 1st quarter transaction independently and approve. Next meeting tentative for August 2025. 	None required.
<ul style="list-style-type: none"> Governance Committee 	<ul style="list-style-type: none"> Met on 5/8. Identified two potential board members Brian will set up zoom interviews. Looking for an additional member, construction knowledge would be helpful 	<ul style="list-style-type: none"> None required.
<ul style="list-style-type: none"> Academic Excellence Committee 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> None required.
<ul style="list-style-type: none"> Ad hoc Committee 	<ul style="list-style-type: none"> Crystal Trust Foundation <ul style="list-style-type: none"> Funds capital projects DMA is looking into this to protect assets, as the buildings will start to need bigger repairs, i.e., HVAC, roof, etc. 	<ul style="list-style-type: none"> None required.

TOPIC	DISCUSSION	ACTION
• Old Business	• N/A	• None required.
• New Business	• N/A	• None required.
• Executive Session	<p>Motion to go into executive session</p> <p>First: Rostocki Second: McLamb</p> <p>Start: 18:49 End: 19:58</p> <p>Motion to come out of executive session</p> <p>First: Barbato Second: Batula</p>	• None required.
• Next Board Meeting	The next Board meeting will be Monday, June 23, 2025.	•
• Adjournment	<ul style="list-style-type: none"> • First: Rostocki • Second: McCloskey • Vote: Affirmative – Unanimous <p>Adjourned 19:58 hours</p>	• None required

Respectfully Submitted /s/ *Helen Barbato*