

# ANNUAL BUSINESS MEETING AGENDA

## *May 3, 2018*

1. CALL TO ORDER AND WELCOME  
By President Dina L. Zawadski, Municipal Clerk, Deptford Township
2. ROLL CALL OF OFFICERS  
By Kim-Marie White, Secretary, Municipal Clerk, Eastampton Township
3. FLAG SALUTE  
By Rayna Harris, Municipal Clerk, Rahway City
4. INVOCATION  
By Patricia A. Frontino, Retired Municipal Clerk, Borough of Glassboro
5. APPROVAL OF MINUTES  
Of the Annual Business Meeting of [April 26, 2017](#) (posted on MCANJ website)
6. TREASURER'S REPORT  
From Eileen Gore, Treasurer, Municipal Clerk, Hamilton Township
7. ADDRESS BY IIMC PRESIDENT  
Mary J. Kayser, MMC, City Secretary, City of Fort Worth, TX
8. PROCLAMATION FOR MUNICIPAL CLERK'S WEEK  
Presented by Deptford Township Mayor Paul Medany
9. LEGISLATIVE UPDATES  
By Lori Buckelew, NJSLOM Senior Legislative Analyst
10. RECOGNITION OF 2017-2018 COMMITTEE CHAIRS & ACCEPTANCE OF ANNUAL REPORTS  
By President Dina L. Zawadski, Municipal Clerk Deptford Township (page 6)

# ANNUAL BUSINESS MEETING AGENDA

May 3, 2018 (Continued)

## RECOGNITION OF 2017-2018 COMMITTEE CHAIRS & ACCEPTANCE OF ANNUAL REPORTS

By President Dina L. Zawadski, Municipal Clerk Deptford Township (Continued)

Constitution and By-Laws.....	Eugene Padalino, Township of Pennsauken
Education & Professional Development.....	Jennica Bileci, Mantua Township
Education Conference .....	Patricia Frontino, (Retired) Borough of Glassboro Nancy Saffos, Township of Cherry Hill
Elections.....	Linda Wanat, Borough of Montclair
Fundraising & Raffles.....	Patty Hunt, Township of Moorestown
Historical Report Committee.....	Andrew Pavlica, City of Garfield
Information Technology/Web Page.....	Daina Dale, Borough of Harvey Cedars
Legal Defense Fund.....	Harold Wiener, Township of Irvington
Legislative Committee.....	Lori Buckelew, NJSLOM Sr. Leg. Analyst
Manual Review Committee.....	Deanna Bennett, Borough of Haddonfield
Past Presidents' Council.....	Andrew J. Pavlica, City of Garfield
Public Relations/MCANJ Booth.....	Joel Popkin, Executive Director
Quill.....	Michele Bobrowski, Alexandria Township
Records.....	Sharon L. Young, Township of West Windsor
Resolutions.....	Pam Borek, Hillsboro Township Sandra Bohinski, Township of Helmetta
Scholarships.....	Rayna Harris, City of Rahway

11. ANNOUNCEMENT OF SCHOLARSHIP WINNERS  
By Rayna Harris, Rahway City (page 15-16)
12. TRIBUTE TO RETIRED MEMBERS of MCANJ  
By Pam Borek, Township of Hillsborough [List of names on page 14]
13. TRIBUTE TO DECEASED MEMBERS of MCANJ  
By Sandra Bohinski, Borough of Helmetta [List of names on page 14]
14. PRESENTATION OF THE FRIENDS OF THE MUNICIPAL CLERKS AWARD AND  
THE L. MANUEL HIRSHBLOND, DISTINGUISHED SERVICE AWARD  
By President Dina L. Zawadski, Deptford Township
15. STATE OF THE ASSOCIATION ADDRESS  
By President Dina L. Zawadski, Deptford Township
16. RECOGNITION OF INSTRUCTORS OF MUNICIPAL CLERK COURSES  
By Laura Flagg, Assoc. Program Specialist Rutgers University (page 19)

## ANNUAL BUSINESS MEETING AGENDA

*May 3, 2018 (Continued)*

17. RECOGNITION OF 2017 REGISTERED MUNICIPAL CLERK CERTIFICATION RECIPIENTS  
By Laura Flagg, Assoc. Program Specialist Rutgers University (page 19, 20)
18. RECOGNITION OF NEWLY ATTAINED CERTIFIED MUNICIPAL CLERK (CMC) AND MASTER MUNICIPAL CLERK (MMC) CERTIFICATION RECIPIENTS  
By Mary J. Kayser, IIMC President, MMC, Fort Worth, Texas (page 20)
19. PRESENTATION OF THE 2018-2019 MUNICIPAL CLERK OF THE YEAR AWARD  
By John Mitch, 2017-2018 Municipal Clerk of the Year
20. PRESENTATION OF THE 2018-2019 SLATE OF OFFICERS:  
By Kim Marie White, Municipal Clerk, Township of Eastampton

President	Kevin V. Galland, Municipal Clerk, Borough of Woodland Park
1 <sup>st</sup> Vice President	Diane M. Pflugfelder, Municipal Clerk, Township of Liberty
2 <sup>nd</sup> Vice President	Eileen Gore, Municipal Clerk, Township of Hamilton
Treasurer	Kim-Marie White, Municipal Clerk, Township of Eastampton
Secretary	Denise Cafone, Municipal Clerk, Township of Fairfield
Immediate Past President	Dina L. Zawadski, Municipal Clerk, Deptford Township
21. MOTION TO CAST BALLOT FOR SLATE OF OFFICERS  
Dina L. Zawadski, Municipal Clerk, Deptford Township
22. ADJOURNMENT

### REMINDER:

*RMC, CMC, MMC Recipients, kindly remain after the meeting for pictures and pins.*