

MUNICIPAL CLERK'S ASSOCIATION OF NEW JERSEY  
ANNUAL BUSINESS MEETING MINUTES  
NOVEMBER 15, 2006

President Elaine Kennedy opened the annual business meeting at 9:00am. She welcomed everyone to the meeting and then asked the Secretary to take the roll call of officers.

Officers present were: President Elaine Kennedy, 1<sup>st</sup> Vice President Barbara Hawk, 2<sup>nd</sup> Vice President Heather Mailander, Treasurer Joan Moreland, Secretary Vincent Buttiglieri, Immediate Past President Jane Williams-Warren, Administrative Consultant L. Manuel Hirshblond and Legal Counsel Thomas Segreto.

Invocation was given by Reverend David C. Meldrum, Pastor, Laurel Springs Baptist Church.

President Kennedy called on MCANJ Administrative Consultant L. Manuel Hirshblond to lead in the salute to the flag.

Motion to approve the minutes from the November 16, 2005 Annual Business Meeting was made by Bette Mastropasqua, seconded by Doreen Cali. All were in favor.

Treasurer's Report:

Treasurer Joan Moreland reported that membership consists of 506 Clerks, 13 Acting Clerks, 280 Deputy Clerks, 8 County Clerks and 37 affiliate members. Joan also reported that todate, 519 municipalities have paid their dues but there are still 47 municipalities who have not paid their current years dues. Also, three Counties, Cape May, Middlesex and Passaic have 100% of their membership paid. Also, as of November 3, 2006, MCANJ has a balance in all various accounts of \$128,154.83. The Treasurer's report is included in full to these minutes.

Motion to approve the Treasurer's report was made by Bernadette Standowski, seconded by Cecilia Covino. All were in favor.

Legal Update:

Legal Counsel Thomas Segreto reported that the Associations 501C3 Application is still under review. The IRS informed him that they are currently working on April 2006 Applications, and MCANJ submitted their Application in May 2006.

Due to previous inquiries about when and how a Municipal Clerk could be removed from their position during their initial three (3) year appointment, Tom reported that there were only two ways for that to happen: through early resignation by the Clerk or the Governing Body must petition the DLGS to have the Clerks RMC license revoked.

Tom also spoke about various Bills, including A3494, A3495, A3496 and A3497.

At this point, Secretary Vincent Buttiglieri introduced Joanne Kwasniewski the candidate for 2007 Secretary. Joanne stated that the Association works extremely hard to be professional and in today's economy, Clerks are asked to do much more with a lot less. Joanne also stated that she believes that we need to continue to strive to meet the challenges ahead and the Association needs to be proactive in our approach to these challenges. Joanne further elaborated on her vast experience with the Association, especially the last two years when she served as the Chair to the Education Committee. She further feels that this is a true blessing, especially in light of her recent accident. She is extremely proud to be a member of MCANJ and looks forward to serving the membership.

President Kennedy thanked the following individuals for their service to the Association:

**2006 Committee Chairs:**

Constitution and Bylaws - Harold Weiner, Municipal Clerk, Irvington Township  
Education - Joanne Kwasniewski, Municipal Clerk, Borough of Fairlawn  
Education Conference - Joel Popkin - Chair, Municipal Clerk, Neptune City Borough  
Finance - Joan Moreland, Municipal Clerk, Haddon Heights Borough  
Fundraising - Kathleen Wisniewski, Municipal Clerk, Springfield Township  
Governments Records Council - Marjorie Smith, Municipal Clerk, South Orange Village  
Information Technology/Web Page - Elizabeth Mastropasqua, Municipal Clerk, Beachwood Borough  
Legal Defense Fund - Sharon Brienza, Municipal Clerk, Branchburg Township  
Legislative - Lewis Thompson, Municipal Clerk, Millville City  
Legislation Affecting Municipal Clerks - Gregory Hart, Municipal Clerk/Administrator, Old Tappan Borough  
Manuel Review - Lori Buckelew, Municipal Clerk, Lambertville City  
Membership North - Sandra Jones, Municipal Clerk, Bernardsville Borough  
Membership Central - Gretchen McCarthy, Municipal Clerk, Jamesburg Borough  
Membership South - Carol Raph, Municipal Clerk Northfield City  
Mini Conference North - Vito Gadaleta and Kelley Rohde  
Mini Conference Central - Sharon Young and Anthony Carnivale

Mini Conference South - Bette Mastropasqua and Terry Tighe  
Elections - Barbara Bascom, Municipal Clerk, Upper Freehold Township  
Peer Alliance for Learning - Laddie Wyatt, Municipal Clerk, Plainfield City  
Professional Development - Bernadette Standowski, Municipal Clerk, Lakewood Township  
Public Relations - Kelly Rohde, Municipal Clerk, Ringwood Borough  
Public Relations - MCANJ Booth - Amanda Somes, Municipal Clerk, Bass River Township  
Quill - James Dougherty, Editor, Municipal Clerk, Wantage Borough  
Past President's Council - Al Reda, Municipal Clerk, Retired  
Raffles - Kelly Rohde, Municipal Clerk, Ringwood Borough  
Records - Cathy Colletta, Municipal Clerk, Mahwah Township  
Resolutions - Vita Mekovetz, Municipal Clerk, Readington Township  
Scholarships - Dee Camelot, Municipal Clerk, Elmwood Park Borough

Everyone gave the chairs a well deserved round of applause! Again, President Kennedy thanked them for their efforts on behalf of all MCANJ members.

Dee Camelot announced the following recipients of \$500 scholarships: Maria C. Figreta (RMC), Sylvia Van Nockey (Peter H. McCleary CMC) and Lydia Magnotti (MMC). All three received a round of applause.

Vita Mekovetz read the Resolution honoring the Municipal Clerks who retired in the past year. A motion to adopt the Resolution Dedicated to Retired members was made by Allan Susen, seconded by Joanne Kwasniewski. All were in favor.

Vita Mekovetz read the Resolution paying tribute to all Municipal Clerks who passed away during the past year. A motion to adopt the Resolution paying Tribute to Deceased Municipal Clerks was made by Allan Susan, seconded by Jane Williams-Warren. All were in favor.

State of the Association Address:

President Elaine Kennedy started by thanking everyone for the honor and privilege of serving as President of the Municipal Clerks Association of New Jersey. The Association remains strong and vibrant and that is due to the valuable contributions of its membership.

Elaine reported on the many changes that have occurred during her term as President. The biggest is that the Association has only one Education Conference and it is run BY THE ASSOCIATION. Also, we now conduct Mini Conferences all around the State which give our members even more chance to obtain their CEU's. Updates for the Study Guide are going to be put on the Web-site. One of the greatest accomplishments that occurred during her tenure is that we fought S1219 (Open Public Meetings Act) and it appears that it has now gone away. She also complimented those individuals who volunteer their time and energy to serve on a Committee. This Association would not be as strong if it weren't for all of you. Elaine further thanked her family for their love, support and understanding during the past year. She could not have done it without them.

Recognition of Certified Municipal Clerks (CMC) and Master Municipal Clerks (MMC):

Allan Susen recognized the following Clerks who have completed the CMC requirements:

Jane Bakalarczyk	Carol Dray	Kathleen Norica	Barbara Nyitrai
Francine Paserchia	Debora Pine	Aime Sweeney	Karen Ventura

All were standing and received a well deserved round of applause.

He then read the list of Clerks who have completed the requirements for MMC:

2006 Academy:

Master Municipal Clerk	Sandra Jones, Joanne Kwasniewski, Gloria Pflueger, Karen Siano Elizabeth Silvestri, Linda Wanat and Harold Wiener
Academy: Second Level	James Doherty, Vita Mekovetz, Andrew Pavlica, Denise Szabo and Mary Ann Young
Academy: First Level	Ann Marie McCarthy and Rose Marie Saracino
Entered Academy	Sally Bleeker, Louise Palagano and Sharon Young

All were standing and received a well deserved round of applause.

Recognition of Instructors of Municipal Clerks Courses:

Pamela Morley-Chappelle, Program Coordinator for Rutgers University announced the following instructors and thanking them for a job well done:

Barbara Bascom	James Doherty	Gwen Gabbert	Dawn Human
Elaine Kennedy	Mary Madonna	Joel Popkin	Bernadette Standowski
Theresa Tamburro	Linda Wanat	Kevin Yecco	

Announcement of 2005 Registered Municipal Clerks' Certification Recipients:

Joanne Kwasniewski, Municipal Clerk, Borough of Fairlawn announced the following names:

2005 Registered Municipal Clerks:

Patricia A. Barger	Susan M. Caljean	Beverly M. Carle	Janet J. Cassidy
Jean Chianese	Renee DeSalvo	Doris J. Flynn	Angela N. Foote
Claire J. Gray	Christine A. Helder	Nancy P. Hendrickson	Elzbieta G. Malecki-Ruta
Michael McFadden	Catherine M. Miller	Denise K. Moules	Susan S. Nelson
Christine L. Newcomb	Mary Ann Ozment	Karen M. Siefrit	Linda Semus
Elizabeth Sterling	Evelyn A. Strelsky	Dan Tyler	Sharon R. Williams

2006 Registered Municipal Clerks:

Kathleen T. Armstrong	John A. Camera	Tonya D. Carter	Martha DeJesus
Carol M. Donovan	Karen Gift	Donna M. Griffiths	Elesha M. Johnson
Donna-Marie Luciani	Elsie A. McCann	Shiela L. Oberly	Eugene Padalino
Jean M. Pelligra	Henriette M. Perry	Linda M. Peryer	June Proffitt
Jean M. Quinn	Maureen P. Ruane	Sharon Scheiner	Diane L. Seals
Kevin Sluka	Diane B. Stabley	Judith A. Sullivan	Nicole L. Tedeschi
Kimberly D. Tompkinson	Valerie Tornick	Heilweil	Regina M. Toth
Kristyna Weller	Kathleen Wells		

2005 Clerk of the Year Award:

Kevin Yecco, 2005 Municipal Clerk of the Year was handed a sealed envelope by Secretary Vincent Buttiglieri. He thanked the Executive Board for choosing him last year. He then read a statement giving a few clues as to who the 2006 Clerk of the Year would be. He said the Clerk was a well-rounded person, outstanding MCANJ member, instructor for the Clerk's courses, very active in the IIMC, and winner of various awards, including the prestigious Quill Award. Everyone was looking around as she spoke, trying to figure out who it might be! Finally, Kevin announced that the 2006 Clerk of the Year Award was bestowed upon Linda S. Wanat, Municipal Clerk of Montclair Township. Linda made her way to the dias as everyone was giving her a well deserved round of applause.

Linda remarked that she was extremely honored and proud of this award but the greatest part of this Association was the lifelong friendships she has made.

2007 Slate of Officers

Secretary Vincent Buttiglieri announced the following slate of officers for 2007:

President	Barbara M. Hawk, Borough of Laurel Springs
1 <sup>st</sup> Vice President	Heather Mailander, Ridgewood Village
2 <sup>nd</sup> Vice President	Joan Moreland, Borough of Haddon Heights
Treasurer	Vincent Buttiglieri, Borough of South Plainfield
Secretary	Joanne Kwasniewski, Borough of Fair Lawn

She then called for a motion to approve the 2007 slate of officers, motion was made by Sharon Young, seconded by Bette Mastropasqua. All members were in favor. The new officers received a round of applause from the members. They were then sworn into office by David A. Thatcher, Esquire, Mayor of the Borough of Laurel Springs.

At this point in the meeting, President Kennedy acknowledged her guests that included her mother, husband and son as well as the Honorable Phil Haines, Burlington County Clerk.. Incoming President Barbara Hawk presented Elaine with flowers, the traditional Presidents Pin, a ring and butterfly necklace, which was a gift from the Executive Board.

Burlington County Clerk Phil Haines was introduced and remarked that Elaine has been a valuable resource for all of Burlington County and they were happy to get her back. Also, Patty Hunt, Burlington County Advisory Board Representative, presented Elaine with a beautiful floral arrangement and a gift card. Elaine thanked everyone and even shed a few tears.

Remarks by President-Elect

Barbara Hawk, Municipal Clerk of the Borough of Laurel Springs, spoke about the honor of serving the Association in this capacity. She also urged everyone to support the Association by getting involved and serving on any of the various Committees. Barbara introduced her many co-workers who were present at the breakfast. Barbara also introduced her family that was present including her children, her 91 year old father and of course, her husband Bill, who is referred to as an Auxiliary Clerk. Barbara thanked everyone for their confidence in her. Lastly, Barbara said that her door will always be open and encouraged members to contact her with problems or suggestions. Barbara received a loud round of applause from everyone.

President Kennedy called on David A. Thatcher, Esq., Mayor of Borough of Laurel Springs, who spoke of Barbara's valuable contributions to the Borough of Laurel Springs and how she will has

always been a strong leader not only at her job but throughout all her endeavors in the Borough and he knows that she will bring that same work ethic to her Presidency. He also presented Barbara with gifts but both her Governing Body and her co-workers.

Sylvia Van Nockey presented Barbara with a beautiful floral arrangement on behalf of the Camden County Municipal Clerks Association.

President Kennedy now held the drawing for six (6) free 2007 Conference Registrations. The winners were: Williams Robins, Marilyn Scheaffer, Nanette Iannarone, Michael Januzka, Deneva King and Andrew Pavlica.

With no further business to come before the Association, motion to adjourn was made by Bette Mastropasqua, seconded by Al Seaman. All were in favor.

Respectfully submitted by

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Vincent Buttiglieri, Secretary 10:45am