

**The Municipal Clerks' Association of New Jersey  
Advisory Board Meeting  
Agenda – Friday December 14, 2018 – 10:00 AM**

**Woodbridge Municipal Building  
1 Main Street, Woodbridge, NJ 07095**

**Conference Call In: 800-201-6394  
Code: 424759**

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1. Call to Order
2. Flag Salute & Moment of Silence
3. Roll Call
4. Approval of Minutes
5. Unfinished Business:
  - IIMC Foundation
6. New/Old Business:
  - a. OPRA/OPMA – Update
  - b. Scholarships for Affiliates
  - c. Membership vs. Paid Membership
  - d. E Board January Meeting Date
  - e. Rutgers – Laura Flagg
7. Report of Officers:
  - a. President – Kevin Galland
  - b. 1<sup>st</sup> Vice President – Diane Pflugfelder (MCANJ Sponsored Sessions)
  - c. 2<sup>nd</sup> Vice President – Eileen Gore
  - d. Treasurer – Kim Marie White (Membership/Membership Drive)
  - e. Account Balances/General Ledger
  - f. Secretary – Denise Cafone
  - g. Immediate Past President – Dina Zawadski
  - h. Attorney – Thomas Prol, Esq.
  - f. Executive Director – Joel Popkin (Legal Defense Fund Seminar, 2019 Annual Clerks' Education Conference)
  - i. IIMC Region II Director Report

## 8. Report of Committees:

- a. Constitution & By-Laws - Eugene Padalino, Township of Pennsauken
- b. Education & Professional Development - Jennica Bileci, Mantua Township
- c. Education Conference Committee - Heather Mailander, Village of Ridgewood; and John Mitch, Township of Woodbridge, co-chairs.
- d. Elections - Kelly Halewicz, Waldwick
- e. Fundraising & Raffles Committee - Debra Sopronyi, Borough of Hightstown; and Doreen Cali, retired – co-chairs.
- f. Historical Report Committee – Andrew Pavlica, City of Garfield
- g. Information Technology/Webmaster - Daina Dale, Borough of Harvey Cedars
- h. Legislative Review Committee - Vincent Buttiglieri, Ocean
- i. Legal Defense Fund - Harold Wiener, Township of Irvington
- j. Manual Review Committee - Deanna Bennett, Borough of Haddonfield
- k. Membership-Peer Alliance - Vincent Buttiglieri, Ocean
- l. Past President’s Council – Andrew Pavlica, City of Garfield
- m. Public Relations/MCANJ Booth - Joel Popkin, Executive Director
- n. Quill – Michele Bobrowski, Alexandria Township
- o. Records - Michele Seigfried, Robbinsville
- p. Resolutions – Sandra Bohinski, Township of Helmetta; and Pam Borek, Hillsboro Township, co-chairs.
- q. Scholarships – Rayna Harris, City of Rahway

## 9. Reports of Counties:

- a. Atlantic County - Lucy Samuelson, Somers Point City
- b. Bergen County - Heather Mailander, Village of Ridgewood
- c. Burlington County - Amy Cosnoski, Pemberton Township
- d. Camden County - Michele Miller, Somerdale Borough
- e. Cape May County - Scott Jett, North Wildwood City
- f. Cumberland County - Karen Seifrit, Deerfield Township
- g. Essex County - Tara Ventola, Glen Ridge Borough
- h. Gloucester County - Jennica Bileci, Mantua Township
- i. Hudson County - Alberto Cabrera, Guttenberg Township
- j. Hunterdon County - Ceil Covino, Clinton Township
- k. Mercer County - Debra Sopronyi, Hightstown Borough
- l. Middlesex County - Susan Jackson, Metuchen Borough
- m. Monmouth County
- n. Morris County - Elizabeth Osborne, Madison Borough
- o. Ocean County - Joseph Kostecki, South Toms River Borough
- p. Passaic County - Allan Susen, Haledon Borough
- q. Salem County - Melinda Taylor, Oldmans Township
- r. Somerset County - Denise Szabo, Bernards Township
- s. Sussex County - Lauren Kirkman, Vernon Township
- t. Union County - Rayna Harris, Rahway City
- u. Warren County - Kristin Shipps, Knowlton Township

10. Next Advisory Board Meeting – Friday, March 15, 2018, Woodbridge Municipal Building at 9:30 AM.

11. Adjournment

