

**Municipal Clerks' Association of New Jersey
Executive Board Emergency Meeting Minutes
November 14, 2012 - 13 Fair Oaks Lane, Ocean, NJ**

CALL TO ORDER

President Pavlica called the meeting to order at 10:00 a.m. at 13 Fair Oaks Lane, Ocean, NJ 07712.

ROLL CALL

Present: President Drew Pavlica
 1st Vice President Nancy Saffos
 2nd Vice President John Mitch
 Treasurer Keith Kazmark
 Secretary Denise Szabo
 Immediate Past President Joanne Kwasniewski
 Attorney Richard Lustgarten
 Administrative Consultant Joel Popkin

FLAG SALUTE AND MOMENT OF SILENCE

President Pavlica led those assembled in a salute to the flag and a moment of silence.

RESCHEDULING OF ANNUAL MEETING

Due to Hurricane Sandy, the NJLM Conference was cancelled as well as the MCANJ's annual meeting.

Popkin provided a list of different facilities for the Board to review. The Board considered date availability, location and cost in their deliberations. Motion by Kazmark, second by Saffos, and unanimously agreed to reschedule the meeting to 12/12/12 at the Holiday Inn and Conference Center in E. Windsor. Members who already have tickets will be encouraged to attend, or to allow someone else in their office to take their place; however, refunds will be issued upon request.

The Board discussed the logistics and details of rescheduling the annual meeting including the election of officers. Agreement and assignment of responsibilities were discussed, agreed upon, and divided amongst those present.

The election of officers was discussed in great detail and included the possibility of allowing mail-in ballots to reach the broadest number of members possible. Ambiguity in the By-Laws, as well as the short window of time in which mail-ins could be distributed, collected and tallied, led the majority to rule out mail-ins.

Motion by Mitch, second by Kazmark to conduct voting as normally done, in person, at the annual meeting, and not allow mail-in ballots. Saffos was not in favor of the motion due to logistics, and felt that accommodations could be made to reach the broader membership.

Aye: Mitch, Kwasniewski, Kazmark, Szabo, Pavlica
Nay: Saffos
Abstain:
Motion carried.

Discussion ensued regarding the scheduling of additional CEU sessions to increase participation. Agreement was reached to schedule two sessions at the beginning of the annual meeting on a Legislative Update to be presented by Joanne Kwasniewski, and one on OPMA and Transparency in Government to be presented by Denise Szabo. Another session would be held during the course of the meeting to be a Legal Update by Attorney Lustgarten.

Popkin provided an accounting of savings to the Association due to cancellation of the NJLM which amounted to approximately \$8550. He requested, and the Board unanimously agreed, to authorize a \$100 stipend to the Tropicana Convention Manager who spent a great deal of time working with the association on the event.

ADJOURNMENT

By unanimous consent the meeting adjourned at 12:20 PM.

Respectfully submitted,

Denise Szabo
Secretary