

**MUNICIPAL CLERKS' ASSOCIATION OF NEW JERSEY
 ADVISORY BOARD MEETING MINUTES
 September 27, 2013 at 10:00AM
 Woodbridge Township Municipal Building
 1 Main St., Woodbridge, NJ**

Call to Order

President Nancy Saffos called the meeting to order at 10:00AM.

Flag Salute and Moment of Silence - President Saffos asked for a moment of silence for all of our servicemen and woman.

ROLL CALL:

Present: President, Nancy Saffos
 1st Vice President- John Mitch
 2nd Vice President, Keith Kazmark
 Treasurer, Denise Szabo
 Secretary, Dina Zawadski
 Immediate Past President, Andrew Pavlica
 Executive Director, Joel Popkin
 Legal Counsel, Richard Lustgarten, Esq.

Advisory Board Members Attendance:

County	Name	Present	Absent	Conference Call In
Atlantic	Carol Degrassi		x	
Bergen	Joanne Kwasniewski	x		
Burlington	Patricia Hunt (Kathy Hoffman)			x
Camden	Deanna Bennett		x	
Cape May	Constance Mahon		x	
Cumberland	Susan Robostello			x
Essex	Linda Wanat	x		
Gloucester	Patricia Frontino	x		
Hudson	Alberto Cabrera	x		
Hunterdon	Cecilia Covino	x		
Mercer	Sharon Young	x		
Middlesex	Barbara Nyitrai		x	
Monmouth	Mary Sapp		x	
Morris	Yancy Wazirmas	x		
Ocean	Elizabeth Mastropasqua		x	
Passaic	Jane Williams Warren	x		
Salem	Cynthia Dalessio			x
Somerset	Sharon Brienza	x		
Sussex	James Doherty			x
Union	Jeffrey J. Jotz		x	
Warren	Kelley Smith	x		
Legislation/Laws	Kim White		x	

Roselle Park Fund Raising Committee	Doreen Cali	x		
Irvington	Harold Wiener	x		
Quill	Jim Doherty			x
Passaic Advisory Preident	Kelley Rohde	x		
Retiree	Bernadette Standowski	x		

Approval of Advisory Board Minutes –June 28, 2013

Motion to table minutes made by Mitch, second by Szabo. Motion carried.

Treasurer's Report – Denise Szabo

Membership total is 724. Three counties have 100% membership Middlesex, Passaic and Somerset counties. Membership is down a little this year.

Motion to accept the Treasurer's report was made by Kwasniewski, second by Mitch. All in favor.

Secretary- Dina Zawadski

Read the Resolution of the Municipal Clerks Association of New Jersey Supporting the Candidacy of Vincent Buttiglieri, MMC, as Vice President of the International Institute of Municipal Clerks.

Motion by Kwasniewski, second by Brienza to adopt Resolution. Motion carried.

2nd Vice President – Keith Kazmark

19 tickets have been purchased for the Annual Business Breakfast Meeting. There are 18 hotel rooms booked.

1st Vice President – John Mitch

Mitch reported the New Jersey League of Municipalities League Conference will begin on Tues. November 19, 2013 @ 10:00am. Room 402 (Convention Center). There is a Joint Session with TCTA, GFOA and AMANJ (a/k/a Legislative Update). Past President Kwasniewski will sit on this panel.

Tues., Nov. 19, 2013 @ 2:00pm Room 414 (Convention Center) MCANJ will present Path to Paperless Council meeting. MCANJ Past President, Sharon Brienza, and Franklin Lakes Business Administrator Greg Hart, RMC, will present this session.

Wed., Nov. 20, 2013 @ 8:00am and during MCANJ's Annual Business Breakfast Meeting at Trump Taj Mahal, MCANJ Attorney, and Richard Lustgarten will present a CEU session on Ethics and Finance.

Thurs., Nov. 21, 2013 @ 10:45am Room 414 (Convention Center) MCANJ will present Get the Facts about ABC Regulations. Speakers are Robert C. Williams, Esq., and John Conklin, ABC Chief of Investigations.

Thurs., Nov. 21, 2013 @ 2:00pm Room 418 (Convention Center) Joint Session with NJLM entitled a Review of the Open Public Records Act (OPRA). MCANJ 2nd Vice President, Keith Kazmark is the Presiding Mayor. The only speaker required is being provided by NJLM; it is Brandon D. Minde, GRC Executive Director.

President – Nancy Saffos

Legislation – Lori Buckelew

RMC/GRC (A-1857/S-2433) The Governor vetoed this bill. In his message the Governor expressed only one concern regarding this legislation and it was that adding another government employee would upset the balance of members on the council. He stated that the current law reflects a policy that government transparency is best preserved if government employees are not permitted to dominate the GRC through a majority. He also stated that he understood that it was probably not the intention of the legislature, however this bill would disturb that balance that could inadvertently undermine transparency and public access to government records. Lori said a simple fix would be to have legislation introduced that adds not only the President of MCANJ or their designee), but also another member of the public.

1st Vice-President, Mitch suggested another bill adding another member of the public on the GRC board.

President Saffos stated that the governor's veto made perfect sense and should have been something so simple for everyone to have noticed and corrected before it got to the governor's desk. She said that everyone needs to continue to reach out to their senators and assembly representatives to get a new revised bill introduced, as soon as possible.

S-533 -Common Sense Shared Service - This bill affects the Municipal Clerk, CFO, Tax Collector and Tax Assessor. This bill is at the Governor's office now. He has until Oct 17, 2013. The bill is a pilot and will only affect Camden, Ocean, Sussex and Morris and Warren Counties.

Lori explains Senator Norcross pushed this bill because of a situation with a Clerk he wanted to hire in a certain town. Senator Norcross made changes to language of removal of tenured clerk. We are troubled with this bill because it is a Pilot program and only targets certain counties.

S-2511 & S-2512- OPMA/OPRA -Jason Redd, Chief Staff to Senator Weinberg's office attended an Executive Board meeting to review some suggestions of how OPRA can work for the municipal clerks. Send your suggestions to President Saffos or the Executive Board.

Municipal clerk in West Milford has really lead charge of Senator Pinnacchio district and has been very vocal with the governing body. Her town has passed a resolution memorializing everything Senator Pinnacchio has amended and saying if you don't make these amendments then you should withdraw the bill.

A-248- S- 245- School Board Budget 2014

A-41-47 Fairness & Bidding would require all your construction projects to have to publish costs. This bill increases bid guarantee of 50% which will eliminate small businesses.

A 1280 – S 2487 Email addresses to be redacted on OPRA requests. This Bill is waiting for consideration by full Senate.

President Saffos said that Keith Kazmark and Dina Zawadski , along with her mayor were able to meet with Senator Weinberg's Representative, Jason Redd on two separate occasions and voiced our concerns with filling OPRA requests for profit purposes and the volume of OPRA's and how we need to respond to these requests. Some of the things we discussed has already prompted Senator Weinberg to already make some amendments in these proposed bills.

Resolution in support of Vincent Buttiglieri campaign for 2014 IIMC Vice President.

Educational Opportunities for CMC/MMC – President Saffos, Harold Wiener, Alan Susen, Vincent Buttiglieri and Sharon Young are working with IIMC and collecting information from various universities in New Jersey, as we are exploring all areas for opportunities. Any suggestions should be sent to the Executive Board.

Restructuring of Education Committee- should not be seen as a negative rather an opportunity for growth within our association.

By-Laws in process of reviewing and revising. A recommendation by Counsel Lustgarten to post on the web and have adopted at the Annual Meeting.

Committee Reports for Annual Business meeting must be delivered to Sharon Brienza no later than October 16, 2013.

Executive Director Joel Popkin reports the LDF Fund has \$121,969.88 in the account. We had only one claim paid out this year and one claim pending. Popkin is working with the League and the booth committee. He is in the process of obtaining voting machines for the Election at the Annual Business Breakfast Meeting

Annual Business Breakfast Meeting will be held at the Taj Mahal not the Tropicana.

Legal Counsel – Richard Lustgarten, Esq.

Reported a 5 month mandate for COAH has been held up in the Appellate Division. Shore communities' rules have been changed for dunes.

Constitution & By-Laws - Harold Wiener, Chair -

We had explored about absentee voting and the Executive Board was to discuss.

Education Committee- Harold Wiener has given the Executive Board issues to review.

Education Conference Committee- Mitch thanked Education Committee, Harold Weiner and Louise Palagano for their assistance.

Elections- Jane Williams- Warren, Chair- Next meeting will be Oct. 2, 2013. Remind Clerks that School Election in April 2014 has been changed. Special Election will be Oct. 16, 2013.

Fund Raising- Doreen Cali- Working on Silent Auction.

Information Technology/ Web Page- Daina Dale, Chair-No report.

Legal Defense Fund- Sharon Brienza, Chair- No report.

Laws Affecting Municipal Clerks- Kim Marie White, Chair- Harold Wiener reported monitoring the bills.

Manual Review Committee Joel Popkin, Coordinator and Deanna Bennett, Editor making progress.

Membership North- Sally Bleeker – No report.

Membership South- Cecilia Covino, Chair – Will be sending blast email for reminders.

Membership South- Denise Brouse, Chair- No report.

Past President's Council- Drew Pavlica, Chair reported the Past President's list has been updated, as best he was able. The Editor of the Quill has many pictures of the Past Presidents. Face book has 198 likes, 238 in the past month. 20% increase from last month.

Professional Development and Mini Conference- North, Central and South- Joanne Kwasniewski, Chair reported 9/25/13 mini conference attendees received 4 CEU's.

Public Relations/ Booth- Cecilia Covino, Chair- No report.

Quill- Jim Doherty, Editor- reported he has issue with protocol. Denise gave Treasurer's report photographs at Annual meeting. We need clear written direction of policy of pictures. President to send to Doherty. Requests a budget and written disclosure. On line membership. There is nothing on the system from preventing him from registering as many and anyone he chooses as a member on the mailing list.

Honorary members should be for life and retirees should be able to opt not to give out phone numbers.

Raffles- Heather Mailander is working on the On premise 50/50 raffle.

Records, Elaine Kennedy- No report.

Resolutions – Sandra Bohinski and Marie Elena Macari, Co-chairs. No report.

Scholarship- Karen Hughes, Chair- No report.

Region II- Vincent Buttiglieri , Region Director- No report.

New Business- Mitch reported that, at the Annual Business Breakfast Meeting, at the NJLM in November, he will suggest moving the Annual Business Breakfast Meeting to the Clerk's Conference in March and asked that anyone who has suggestions to submit them to the Executive Board.

Reports of County Advisory Board Members:

Bergen County- Heather Mailander reports Oct 10th is the Elected Official Seminar.

Cumberland County- Susan Robostello reports in June had a meeting; Scott Steinman was the guest speaker. On Sept. 30, 2013 they held meeting with the County Board of Elections and received credits.

Essex County: Linda Wanat reported Oct. 10th they were holding a conference.

Gloucester County – Pat Frontino reported Oct. 3, 2013 held meeting with County Board of Elections and received credits.

Hudson County reported Annual Meeting.

Hunterdon County will celebrate 300th Anniversary. The meeting will be held in Oct.

Mercer County- Sharon Young reported their meeting will be held on Oct. 2, 2013 with Board of Elections.

Middlesex County- Barbara Nyitrai reported Oct. 10, 2013 will be their next meeting. Glad to hear they have 100% membership. She has 11 tickets sold for MCANJ Breakfast.

Morris County- Yancy Wazirmas reported Oct., 18th they will hold their meeting.

Ocean County- Elizabeth Mastropasqua reported in July they honored 3 retirees. One being her and her replacement will be Susan Minock.

Passaic County – Jane Warren Williams brought her President with her. Oct. 3, 2013 will be their next meeting and the technology students will prepare lunch. The Clerk from Clifton retired.

Salem County- Cynthia Dalessio reported Oct. 30, 2013 they will hold their conference.

Somerset County- Sharon Brienza is happy to report 100% in membership.

Sussex County, James Doherty reported Sept. 11, 2013 was their seminar.

Union County- Jeffrey Jotz reported Oct. 23, 2013 they will hold their meeting.

Warren County- Kelley Smith reported Mini conference on Oct. 30, 2013 and will hold their Christmas luncheon.

Motion to adjourn made by Mitch, second by Rohle. Motion carried.

Adjourned at 12:20 PM.

Respectfully submitted,

Dina L. Zawadski, MCANJ Secretary