

**MUNICIPAL CLERKS ASSOCIATION  
OF MONMOUTH COUNTY**

**MINUTES OF THE JUNE 1<sup>st</sup>, 2012 MEETING  
SAND BAR, BRIELLE, N.J.**

Meeting was called to order by Association President, Donna Phelps.

President Phelps welcomed everyone to the meeting and led the flag salute.

**Approval of January 19, 2012 Reorganization Minutes:**

Offered by Maria Dellasala, seconded by Kim Jungfer. Passed on unanimous voice vote.

**Treasurer's Report – January 1, 2012 – April 30, 2012**

Report was approved; copy attached.

**New Business:**

**Policy regarding Retired Clerk's dues and luncheon fees:**

After discussion, Kim Jungfer makes a motion that if a Clerk retires in our profession they should not be charged a membership fee and should be able to attend our luncheon/meetings at no cost. Should also be incorporated into the bylaws.

Offered By: Kim Jungfer – Oceanport Borough

Seconded By: Suzanne Branagan – Sea Bright Borough

Passed on unanimous voice vote.

**Acknowledgements:**

President Phelps states the Association received thank you cards from Jane Gillespie acknowledging the flowers we sent for her mother's viewing and Mary Ann Smeltzer, former clerk of Sea Bright Borough, thanking us for her retirement gift.

**Old Business:**

**Fundraising for Joint MCANJ/IIMC 2013 Conference:**

President Phelps stresses how important fundraising for the Joint 2013 Conference is. To date we have received approximately \$1100.00 in donations. Barbara Ilaria, Manasquan reached out to her Mayor and received a donation; suggests to members it's a good idea to follow her lead. Karen Siano feels it is a good idea to support the MCANJ, they do a lot for us. President Phelps states she would like our association to donate \$1000.00 to MCANJ towards the joint conference. Karen Siano makes a motion to donate \$1000.00 to MCANJ.

Offered By: Karen Siano – Eatontown Borough

Seconded By: Maria Dellasala – Millstone Twp.

Passed on unanimous voice vote.

**IIMC Membership:**

President Phelps states the importance of becoming a member of IIMC. If a paid member of both associations, eligible for discounts for joint conference.

Karen Siano states in order to attend the 2013 joint conference you must be a member of IIMC. Jessie Joseph states she feels there are also other discounts available towards joint conference. Will speak to Vincent Buttiglieri and ask him to send out an email re: registering for IIMC and discounts available for conference.

**CEU's needed by Members:**

President Phelps asks members for feedback on CEU's needed. Suzanne Branagan states finance; Maria Dellasala feels licensing is the hardest to get; Karen Siano states if possible an area which you can also receive RMC credits.

**Future Events:**

President Phelps asks members for feedback on future events (i.e: mini conferences, luncheons, meetings) they would like to see offered. Suzanne Branagan states she would like to see the jeopardy style class again; feels very informative and fun.

**Adjournment:**

President Phelps thanked everyone for attending, and there being no further business or comments; the meeting was adjourned.

October 4, 2012

Date Approved

Christine Robbins

Association Secretary