

MUNICIPAL CLERKS' ASSOCIATION OF ATLANTIC COUNTY

2025 Fall Mini Conference

Date: Wednesday, November 12, 2025

Time: Registration & Welcome from 8:00 a.m. to 8:30 a.m.

Place: Five Points Inn
580 Tuckahoe Road, Vineland (Buena Vista Twp.), New Jersey 08360

Fee: No Charge for Atlantic County Clerk's Association Members (includes light breakfast and hot buffet lunch)
\$50/Non-Members (includes light breakfast and hot buffet lunch)

NOTE: In order to keep interruptions to a minimum it is intended that everyone attend all sessions. Instructors will allow for questions and answers at the end of each class, followed by a short break before the next session begins.

8:00 a.m. - 8:30 a.m.	Registration & Welcome (Light Breakfast)
8:30 a.m. - 9:45 a.m.	CUSTOMER SERVICE TRAINING – Statewide Joint Insurance Fund <u>1.5 CEU's</u> : RMC (Prof Dev), CMFO/CCFO (Office Man), CTC (Gen), CPWM (Gov), QPA (Office Ad) (<u>1 CEU</u> CTA Admin)
9:45 a.m. - 11:30 a.m.	HARASSMENT / DISCRIMINATION – Statewide Joint Insurance Fund <u>2 CEU's</u> : RMC, CMFO/CCFO, CTC, CPWM, QPA (Ethics), (<u>1.5 CEU's</u> CTA Admin)
11:30 a.m. - 12:15 p.m.	LUNCH
12:15 p.m. - 1:45 p.m.	EMERGENCY PREPAREDNESS & HEALTH AWARENESS FOR OFFICE & FIELD EMPLOYEES Chief Natalia Stochmal, Buena Vista Township Emergency Medical Services <u>1.5 CEU's</u> : RMC (Prof Dev), CMFO/CCFO (Office Man), CTC (Gen), CPWM (Management), QPA (Office Ad)
1:45 p.m. - 3:00 p.m.	WHEEL OF FORTUNE IN FINANCE – Lisa A. Tilton, CPM, RMC, CMR, TA <u>1.5 CEU's</u> : RMC (Finance), CMFO/CCFO (Budget), CTC (Legislation), CPWM (Govern), QPA (Office Ad) (<u>1 CEU</u> CTA Admin)

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REGISTRATION FORM (PLEASE PRINT)

Name: _____ Title: _____

Municipality: _____ Phone: _____

Address: _____

City, State & Zip: _____

Email Address: _____ Voucher/P.O. #: _____

Email Registration and PO to Reserve your Spot to ltilton@buenavistanj.com

Deadline to Register is November 1, 2025

Make Checks Payable to "Atlantic County Municipal Clerks Association"

Mail Registration & Payment to:

Buena Vista Township Clerks Office
890 Harding Highway
Buena, NJ 08310
Phone: 856-697-2100/Fax: 856-697-8651
E-mail: ltilton@buenavistanj.com

CLAIMANT'S CERTIFICATION AND DECLARATION:

I do solemnly declare and certify under penalty of law that the within bill is correct in all its particulars, that no bonus has been given or received by any person or persons with the knowledge of this claimant in connection with the above claim and that the amount charged is a reasonable one. This form has been approved by the Local Finance Board as an approved voucher form. Attach to your voucher as signature of claimant.

Lisa A. Tilton, President, Atlantic County Municipal
Clerks Association