

ESSEX COUNTY
MUNICIPAL CLERKS' ASSOCIATION of NJ

JENNIFER KIERNAN
President
Verona



TARA VENTOLA
Vice President
Glen Ridge



KIM LEMMON
Treasurer
East Orange



TAMI MICHELOTTI
Secretary
North Caldwell



ANNUAL MINI-CONFERENCE

Thursday, October 13, 2022 9:00 a.m. – 2:30 p.m.

Doors open at 8:15 am

\$65.00

\$55 for Essex County Clerks Association members-in good standing

*** INCLUDES A CONTINENTAL BREAKFAST AND HOT/COLD BUFFET LUNCH***

**EARN UP TO 9 CEUS
PROGRAM**

8:15 – 9:00 Doors Open – Continental Breakfast

9:00 - 10:30 Budget Timeline

**3 CEUs: RMCs - FINANCE ❖ CMFOs - BUDGETING
CTCs - GENERAL ❖ QPAs - OFFICE ADMIN**

John Ditinyak – CFO/Treasurer for the Township of Nutley

10:35 - 11:50 OPRA/Daniel's Law

**3 CEUs: RMCs - RECORDS ❖ CMFOs OFFICE MGMT
CTCs - REPORTING ❖ QPAs - OFFICE ADMIN**

Frank Caruso, Esq., Executive Director, NJ Government Records Council

Justin A. Marchetta, Esq., Township Attorney, Tewksbury

Compliance & Special Counsel, Township of Nutley

12:30 - 1:00 Lunch Break

1:00 – 2:30 Cannabis

**3 CEUs: RMCs - LICENSING ❖ CMFOs OFFICE MGMT
CTCs - GENERAL ❖ QPAs - OFFICE ADMIN**

Daniel Placentra, MBA, Wharton School at the University of Pennsylvania

2:30 – 3:00 Essex County Clerks Association Quarterly Business Meeting

CEU Certificates will be sent upon receipt of payment.

CLICK HERE TO

REGISTER!

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INVOICE

Payment Due: \$65.00

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Annual Mini-Conference

Thursday, October 13, 2022 9:00 a.m. – 2:30 p.m.

Instructions:

Print three (3) copies.

Submit one to your employer to process payment. Retain one for your records

Return one with your payment to:

Kim Lemmon, Treasurer
Essex County Municipal Clerks' Association of NJ
c/o City of East Orange
44 City Hall Plaza
East Orange, New Jersey 07019

Date: _____

Name: _____
First
Last

Municipality: _____

County: _____ Title: _____

Certification by Receiving Agency	Claimant's Certification and Declaration
<p>I, having knowledge of the facts, certify and declare that the goods have been furnished or services have been rendered and are in compliance with specifications or other requirements, and said certification is based on signed delivery slips or other reasonable procedures or verifiable information.</p> <p>Signature _____</p> <p>Date _____</p> <p>Title _____</p>	<p>I do solemnly declare and certify under the penalties of law that this invoice is correct in all its particulars; that the goods have been furnished or services have been rendered as stated herein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claims; that the amount herein stated is justly due and owing; and that the amount charged is a reasonable one.</p> <div style="text-align: center; margin-top: 20px;"> Kim Lemmon, 2021-2023 Treasurer, Essex County Municipal Clerks' Association Tax ID # 23-7330717 </div>

Certification by Approval Official

I certify and declare that this invoice is correct, and that sufficient funds are available to satisfy this claim. The payment shall be chargeable to: Appropriation Account(s) and Amounts Charged to:

_____ PO # _____

Signature _____ Title _____ Date _____