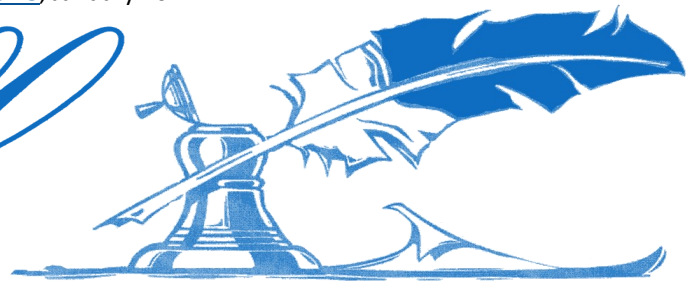


The Quill



MCANJ CONFERENCE
INFORMATION
MARCH 21-24, 2022



Page 1



**"FOLLOW THE YELLOW BRICK ROAD TO YOUR
EDUCATIONAL SUCCESS"**

**Municipal Clerks' Association of New Jersey,
Inc.**

2022 ANNUAL EDUCATION CONFERENCE

March 21 – 24, 2022

**Follow the Yellow Brick Road to Your
Educational Success**

Hard Rock Hotel & Casino

1000 Boardwalk, Atlantic City, NJ 08401

People Page



CONGRATULATIONS TO
VINCENT BUTTIGLIERI ON
YOUR RETIREMENT

Page 8

This is the Edition you have been waiting for!!!!

Conference Registration is OPEN and details are inside!!!! Hope to see you all there because "There is No Place Like the Municipal Clerks' Office"

PRESIDENT'S
MESSAGE
KIM-MARE WHITE



Page 11

A DAY IN A LIFE OF A
MUNICIPAL CLERK
BY: MICHELE LYNN
SEIGFRIED



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| | <u>Early Registrations Before February 7, 2022</u> | | <u>Registrations After February 7, 2022</u> | |
|------------------------------------|--|-------------------|---|-------------------|
| | <u>Member</u> | <u>Non-Member</u> | <u>Member</u> | <u>Non-Member</u> |
| Full Conference * | \$375 | \$505 | \$425 | \$555 |
| 2 Days - Tuesday and Wednesday | \$330 | \$460 | \$380 | \$510 |
| 2 Days - Wednesday and Thursday | \$315 | \$445 | \$365 | \$495 |

*Monday Evening, Tuesday, Wednesday, and Thursday

Last Day to Register is February 28, 2022! Payments must be received on or before March 10, 2022

HOTEL INFORMATION

Hard Rock Hotel & Casino

1000 Boardwalk, Atlantic City, NJ 08401

Deadline for Hotel Reservations: February 21, 2022

Conference Hotel Rate \$99/night

Call 609-449-6860 to reserve and use code: GMCA322

Continued on Page 3

EDITORIAL STAFF FY 2021/ 2022

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PAST EDITORS:

1954-1959: J. Ford Flagg 1960-1970: John R. Zellweger 1971-1973: Joseph E. Bennett
1974-1982: Harry C. Kates 1983-1993: Janet L. Lynds 1994-1995: Patricia Hullfish and Patricia C. Shuss
1996-2000: Patricia C. Shuss 2001-2005: Nancy Hatten 2006-2015: Jim Doherty
2015-2017: Joseph Kostecki

MUNICIPAL CLERKS' ASSOCIATION OF NEW JERSEY, INC. EXECUTIVE BOARD FY 2021/2022

| | | |
|---------------------------|--|------------------------------------|
| President: | Kim-Marie White, Eastampton Township | E-mail: president@mcanj.us |
| 1st Vice President: | Denise Cafone, Fairfield Township | E-mail: 1vp@mcanj.us |
| 2nd Vice President: | Michele Bobrowski, Alexandria Township | E-mail: 2vp@mcanj.us |
| Treasurer: | Lucy Samuelsen, City of Somers Point | E-mail: treasurer@mcanj.us |
| Secretary: | Deanna Bennett, Haddonfield Borough | E-mail: secretary@mcanj.us |
| Immediate Past President: | Eileen Gore, Hamilton Township | E-mail: pastpresident@mcanj.us |
| Executive Director: | Joel Popkin | E-mail: executivedirector@mcanj.us |
| Legal Counsel: | Thomas H. Prol | |

MCANJ PAST PRESIDENTS * EX OFFICIO MEMBERS

| | | |
|---------------------------|-----------------------------|----------------------------|
| 1975: Alfred A. Reda | 2000: Nancy Hatten | 2012: Andrew J. Pavlica |
| 1977: Otto M. Bock | 2001: Sharon L. Brienza | 2013: Nancy Saffos |
| 1985: Elizabeth G. Nolan | 2003: Allan Susen | 2014-15: John M. Mitch |
| 1987: Lewis N. Thompson | 2004: Joel Popkin | 2016: Keith Kazmark |
| 1988: Elaine Wallace | 2005: Jane Williams-Warren | 2017: Denise Szabo |
| 1993: John J. Galvin | 2006: Elaine B. Kennedy | 2018: Dina Zawadski |
| 1994: Kathleen A. Thorpe | 2007: Barbara M. Hawk | 2019: Kevin Galland |
| 1995: Christina N. Wilder | 2008: Heather Mailander | 2020: Diane M. Pflugfelder |
| 1996: Joseph C. Favaro | 2010: Vincent Buttiglieri | 2021: Eileen Gore |
| 1997: Elizabeth H. Kiss | 2011: Joanne M. Kwasniewski | |

IIMC PAST PRESIDENTS

| | |
|---|--|
| Robert Radford, Hasbrouck Heights Borough | Thomas Redanauer, Barrington Borough |
| Joseph V. Valenti, Woodbridge Township | Elizabeth H. Kiss, East Brunswick Township |
| Christina N. Wilder, Hamilton Township | Vincent Buttiglieri, Ocean Township |
| Joseph T. Carney, Englewood City | |

MCANJ ADVISORY BOARD MEMBERS FY 2021/20212

| | | | |
|-------------|---|------------|--|
| Atlantic: | Paula Geletei, Atlantic City | Middlesex: | Barbara Nyitrari, South Brunswick |
| Bergen: | Heather Mailander, Village of Ridgewood | Monmouth: | Vincent Buttiglieri, Ocean Township |
| Burlington: | Amy Cosnoski, Pemberton Twp | Morris: | Elizabeth Osborne, Madison Borough |
| Camden: | Michele Miller, Somerdale Borough | Ocean: | Christine Hannemann, Surf City Borough |
| Cape May | Danielle Nollett, Avalon Borough | Passaic: | Allan Susen, Haledon Borough |
| Cumberland: | Denise Peterson, Maurice River Twp | Salem: | No Representative |
| Essex: | Tara Ventola, Glen Ridge Borough | Somerset: | Pam Borek, Hillsborough Township |
| Gloucester: | Dina Zawadski, Deptford Township | Sussex | No Representative |
| Hudson: | Alberto Cabrera, Guttenberg Twp. | Union: | No Representative |
| Hunterdon: | Karen Romano, Lebanon Boro | Warren: | Donna Zilberfarb, Frelinghuysen |
| Mercer: | Laurie Gompf, Hopewell Township | | |

NEW JERSEY CLERK 'S COUNTY ASSOCIATION PRESIDENTS FY 2021/2022

| | | | |
|-------------|--------------------------------------|------------|---------------------------------------|
| Atlantic: | Lisa Tilton, Buena Vista | Middlesex: | Gabriella Siboni, Old Bridge Twp. |
| Bergen: | Gina Kim, Palisades Park | Monmouth: | Kathleen Hart, Millstone Twp. |
| Burlington: | Kim-Marie White, Eastampton Township | Morris: | Mary O'Keefe, Butler Borough |
| Camden: | Bonnie Taft, Oaklyn Borough | Ocean: | Diane Ambrosio, Ocean Twp. (Waretown) |
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| Cumberland: | Lisa Garrison, Greenwich & Woodbine | Salem: | Melinda Taylor, Oldsman |
| Essex: | Jennifer Kiernan, Verona Township | Somerset: | Pamela Borek, Hillsborough Township |
| Gloucester: | Dina Zawadski, Deptford Township | Sussex: | Amy Lobban, Sandyston Township |
| Hudson: | No Representative | Union: | Nicole Dirado, Union County |
| Hunterdon: | Ceil Covino, Town of Clinton | Warren: | Diane M. Pflugfelder, Liberty Twp. |
| Mercer: | Kim Macellaro, Ewing Township | | |



Municipal Clerks' Association of New Jersey, Inc.

2022 ANNUAL EDUCATION CONFERENCE

March 21 – 24, 2022

Follow the Yellow Brick Road to Your Educational Success

Hard Rock Hotel & Casino

1000 Boardwalk, Atlantic City, NJ 08401

GENERAL SESSIONS / MEETINGS / EVENTS / PROGRAM

Classes are located in the Ballroom on the 2nd Floor

MONDAY, MARCH 21, 2022

Times TBA

Athenian Dialog

3:00 pm – 5:30 pm

Early Conference Registration and Pick Up Conference Materials

4:00 pm – 5:40 pm

1st Amendment Audits – We are NOT in Kansas Anymore!

Keith Hummel, Associate Director Public Sector

J.A. Montgomery Consulting

2 Contact Hours Approved for: RMC (Prof. Dev.), CMFO/CCFO, (Office Mgmt. & Ancillary); CTC (General/Secondary); CPWM (Govt. or Mgmt.); QPA (Office Admin/Gen. Duties);

CMC or MMC (2 hours Applied for)

The municipal clerk is busily preparing council meeting minutes when an unexpected and confrontational visitor arrives. The person gives no reason for the visit or an identification, but instead demands answers: "What is your name? What is your job here? What's in that room over there?" The person is also recording the encounter with a mobile phone and begins to walk down the hallway into the private office areas. What should the clerk do? This session will provide that very answer with practical ways to be prepared and how to respond.

6:00 pm – 8:00 pm

President's Reception

Back Stage Cafe, inside the Hard Rock Hotel & Casino

TUESDAY, MARCH 22, 2022

7:30 am

Conference Registration and Pick Up Conference Materials

7:30 am – 9:30 am

Breakfast with Exhibitors (extended for arrivals)

8:30 am – 8:45 am

Opening Remarks

President Kim-Marie White

8:45 am – 10:00 am

In the Merry Old Land of Records

Karen Perry, Records Analyst,

Ms. Elizabeth Hartmann, Records Management Services

NJ Department of the Treasury, Division of Revenue and Enterprise Services

1.5 Contact Hours Approved for: RMC (Records); CMFO/CCFO (Office Mgmt. & Ancillary); CTC

(General/Secondary); CPWM (Mgmt.); QPA (Office Admin/Gen. Duties);

CMC or MMC (1.5 hour Applied for)



In this back-to-the-basics type course, the principles and practices of efficient records and information management for municipalities will be highlighted. From creation through retention, disposition and/or of archival preservation, the laws that govern records management and the areas that impact it including OPRA, Emails, Artemis and more will be explored.

10:00 am – 10:30 am

Break - Visit with Exhibitors

10:30 am – 12:00 pm

Put a Little Disney Magic in your Municipality

Pete Blank, Key Note Speaker & Leadership/Service Expert

(100 minutes /2.0 CEU Professional Development)

2 Contact Hours Approved for: RMC (Prof. Dev.); CMFO/CCFO (Office Mgmt & Ancillary); CTC (General/Secondary); CPWM (Mgmt.); QPA (Office Admin/Gen. Duties);

CMC or MMC (2 hours Applied for)

Disney prides itself on a simple model. Great leaders engage the employees, engaged employees inspire the customers, and inspired customers add to the business results again and again. In this session, participants will learn "magical" lessons in leadership, employees, the customer experience and business processes.

12:00 pm – 1:00 pm

Lunch – Visit with Exhibitors

1:00 pm – 2:15 pm

If I Only Had a Brain for Bonding

Tom Hastie, Esq., Bond Counsel

Malamut & Associates, LLC

1.5 Contact Hours Approved for: RMC (Finance); CMFO/CCFO (Financial & Debt Mgt.); CTC (General/Secondary); CPWM (Govt or Mgmt.); QPA (Office Admin/General Duties);

CMC or MMC (1.5 hours)

Can you bond for a police K-9? How about a new file cabinet? Scanning of records? Equipment/software for electronic council meetings? What can you use a 5-year emergency note for? You've got questions, and we've got answers. Find out the strangest things that other towns are bonding for and what you can use bond funding for. Maybe you will get your next creative project approved in the budget after learning you can possibly bond for it!

2:15 pm – 2:30 pm

Break - Visit with Exhibitors

2:30 pm – 3:45 pm

If I Were King of the Election

Robert Giles, Director, NJ Division of Elections

Lauren Zyriek, Assistant Secretary of State

1.5 Contact Hour Approved for: RMC (Elections)

Early voting, paper verifiable trails, and electronic poll books were just a few of the changes the Legislature made regarding Elections in 2021. In this session, the top Professionals at the NJ Division of Elections will review what is in store for 2022. This comprehensive elections course is a must for municipal clerks to learn additional election changes that affect how they do their jobs and what information needs to be disseminated to the public.

3:45 pm – 4:00 pm

Break - Final Chance to Visit with Exhibitors

4:00 pm – 5:00 pm

Exhibitors Reception – Hors D'oeuvres & Cash Bar

Exhibitors' Prize Drawings, Winners Must be Present!

Dinner on your own



WEDNESDAY, MARCH 23, 2022

7:30 am **Conference Registration and Pick Up Conference Materi**

7:30 am – 8:30 am **Breakfast**

8:00 am **Visit Tricky Tray and Merchandise Sale**

8:30 am – 8:45 am **Remarks**

President Kim-Marie White

8:45 am – 10:25 am **Somewhere Over the State House**

Lori Buckalew, Assistant Executive Director/
Director of Government Affairs

Director of Government Affairs

NJ State League of Municipalities

2 Contact Hours Approved for: RMC (Prof. Dev.); CMFO/CCFO (Office Mgt. & Ancillary); CTC (Legislation); CPWM (Govt.); QPA (Office Admin/General Duties);

CMC or MMC (2 hours Applied For)

In this review of recently enacted laws and pending bills in the legislature, this session will cover topics that are of interest to local government officials in a wide range of areas including records, finance, elections, licensing, and more.

10:25 am – 10:45 am **Break - Visit Tricky Tray and Merchandise Sale**

10:45 am – 12:30 pm **Annual Meeting**

There's No Place Like Social Media

Thomas H. Prol, Esq.

Sills Cummis & Gross, P.C. & MCANJ Legal Counsel

.5 Contact Hour Approved for Info Tech: RMC, CTC, CPWM, QPA, CMFO/CCFO;

CMC or MMC (.5 hour Applied For)

Keyboard warriors beware! Most social media speech mistakes made by employees are from not knowing what personal comments are protected by the first amendment, and when employees have privacy on personal social media accounts. Most people have no idea of the possible legal ramifications of simply liking a post or other hidden social media liability issues. Learn how to protect yourself and your department in this informative course!

12:30 pm – 1:30 pm **Lunch - Visit Tricky Tray and Merchandise Sale**

1:30 pm – 2:45 pm **Licensing Dreams Really Do Come True**

Kim Macellaro, Municipal Clerk, Ewing Township

Laurie Gompf, Municipal Clerk, Hopewell Township

1.5 Contact Hours Approved for RMC (Licensing)

A Mentimeter presentation all about licensing will be conducted in a game format. Participants will have to guess the answers to licensing questions and the instructors will explain the correct answer. Topics will include: Dog licensing, taxis, solicitors/peddlers /hawkers, raffles, bingos, other legalized games of chance and more. This is a great overview of licensing and gives information which clerks may have forgotten or weren't aware of. The newest licensing laws are included in the presentation. Make your dreams come true and try to win for bragging rights!

You will need a smartphone or tablet for this interactive, multiple-choice presentation in addition to your computer screen logged into the GoToWebinar session. Please download the Mentimeter app (search mentimeter) or go to Menti.com. You will enter a Code that will be given to you in your conference handouts.



- 2:45 pm – 3:00 pm **Break - Visit Tricky Tray and Merchandise Sale**
- 3:00 pm – 4:45 pm **The Wonderful Wizard of the GRC**
 Frank F. Caruso, Executive Director
 NJ Government Records Council
 (105 minutes /2.0 CEU Records)
 2 Contact Hours Approved for: RMC (Records); CMFO/CCFO (Office Mgmt & Ancillary); CTC (General/Secondary); CPWM (Govt. or Mgt.); QPA (Office Admin/Gen. Duties);
 CMC or MMC (2 hours Applied for)
 This session will provide an overview of OPRA as it applies to municipalities. Through this presentation, the custodian of records will gain a better understanding of OPRA and how it works on a day-to-day basis, including a review of requests for records, personnel information, and various GRC decisions on municipal complaints.
- 4:45 pm – 5:15 pm **Last Chance to Visit Tricky Tray**
- 6:00 pm – 7:00 pm **MCANJ Cocktails**
 Tricky Tray Winners Announced
 Get your 50/50 Tickets!
- 7:00 pm - 10:00 pm **MCANJ Dinner / Program**
 Entertainment by *The Flying Ivories Dueling Pianos*
 Tricky Tray Winners Announced
 Get your 50/50 Tickets!
 Super 50/50 Winner Announced

THURSDAY, MARCH 24, 2022

Check Out

- 7:30 am – 8:30 am **Breakfast**
- 8:30 am – 9:45 am **Ding Dong the Witch is Dead (and Her Family Wants a Death Certificate)**
 Vincent J. Caffarello, Program Specialist
 Office of Vital Statistics & Registry, NJ Department of Health
 1.5 Contact Hour Approved for: 1 RMC (Records);
 Applied for: CMR (1.5 Registrar); CMC or MMC (1.5 hour)
 An overview of the latest and greatest regulations regarding Vital Statistics will be provided to attendees in during this session, including EDRS, VIP, and answers to your most difficult questions about births, deaths and more that the local registrar should have implemented in their offices.
- 9:45 am – 10:00 am **Break**



10:00 am – 11:15 am **Are you a Witch or a Wizard?**

Bill Ruch, Director, Risk Management

Statewide Insurance Fund

1.5 Contact Hour Approved for Ethics: RMC, CMFO/CCFO, CTC, CPWM, QPA

CMC or MMC (1.5 hour Applied for)

The line between something being ethical and unethical is sometimes so thin that a Judge needs to decide. Hear about real NJ cases in this ethics class, including harassment, discrimination, gender inequality and gender expressing and try to figure out for yourself if you think the situations were right or wrong. We bet you won't believe some of what you hear in this informative government ethics class!

11:15 am **2023 Conference Registration Winners Drawn. Must be present to win!**

MCANJ 2022 Annual Conference Registration Fees:

| | <u>Early Registrations Before</u> February 7, 2022 | | <u>Registrations After</u> February 7, 2022 | |
|---------------------------------|--|-------------------|---|-------------------|
| | <u>Member</u> | <u>Non-Member</u> | <u>Member</u> | <u>Non-Member</u> |
| Full Conference * | \$375 | \$505 | \$425 | \$555 |
| 2 Days - Tuesday and Wednesday | \$330 | \$460 | \$380 | \$510 |
| 2 Days - Wednesday and Thursday | \$315 | \$445 | \$365 | \$495 |

*Monday Evening, Tuesday, Wednesday, and Thursday

Last Day to Register is February 28, 2022! Payments must be received on or before March 10, 2022.

Please see the following guidelines regarding purchase orders:

Accounts Receivable will need to have their Purchase Order signed and returned in time for their check to be received.

Purchase orders can be emailed to Jessica.diaz@hrhcac.com

Payment needs to be received no later than 30 days before arrival. Accounts Receivable will need to have their check deposited (cleared) and posted to their reservation for a smooth check-in.

Note: When making initial reservation, you will be charged the first night's room rate plus taxes on the credit card provided. When Hard Rock receives the check for that guest's reservation, you will be refunded at that time.

THIS IS A MANDATORY PROCESS.

Following is the address to submit their checks and ST-5 forms:

Hard Rock Hotel & Casino
1000 Boardwalk
Atlantic City, NJ 08401

ATTN: ACCOUNTS RECEIVABLE/JESSICA DIAZ

The following is the room night breakdown that is to be paid via Purchase order below:

\$99.00 rm rate

15.00 resort fee

5.00 tourism fee

\$119.00 per night



People Page

The People Page is an opportunity for the members of our Association to celebrate each other's achievements both professionally and personally, as well as to share our condolences during times of sorrow. Additionally, when we as clerks have an opportunity to participate in community events that are afforded to us as a result of our position, it is another example of something to share on the People's Page. Please feel free to share. Send your submissions to the email of: peoplepage@MCANJ.us along with a picture and caption to be included in future editions of the Quill.

RETIREMENTS



Debra L. Sopronyi, Administrator/ Clerk/Registrar/QPA of Hightstown Borough retired on August 31, 2021

Congratulations to Vinny Buttiglieri of Ocean Township on his retirement. His retirement party was held on December 10th. It was a nice heartfelt affair. A lot of affection for him by those in attendance. He officially retired on December 31st. It was obvious how very much he is genuinely going to be missed. Pictured from left to right is: Past MCANJ Presidents Keith Kazmark, Sharon Brienza, and the Guest of Honor himself, Vinnie Buttiglieri!



Congratulations to Laura Eidsvaag Califon Borough Clerk/Administrator on her retirement as of December 31, 2021. Laura has been a Municipal Clerk for 33 years.

Congratulations to Jackson Township Municipal Clerk Janice Kisty on her retirement!

TRANSITIONS/NEWLY APPOINTED CLERKS

Congratulations to Patti Chacker on being appointed Clerk of Cherry Hill Township following the July 1st retirement of Nancy Saffos.

Kristen Gannon, the former Deputy Clerk/Registrar in Avalon Borough is now the Deputy Clerk/Registrar in Robbinsville Township (Pictured on right)



Congratulations to Bill Bray, who was appointed as the Stratford Borough Clerk.

Congratulations to Deputy Clerk, Karen Mastro of the Borough of Califon on being appointed as the Municipal Clerk.



We would like to congratulate Daneen Fuss on her appointment as the Municipal Clerk of the Borough of Somerdale.

Congratulations Barbara Thomas who has been appointed as Deputy Clerk for Califon Borough on January 3, 2022.

Peggy Riggio was appointed as Municipal Clerk in Hightstown Borough on September 1, 2021 (Pictured above)

Congratulations to Diane Festino on being named the new Municipal Clerk for Jackson Township effective January 1, 2022.

People Page-Continued from Page 8

HONORS, RECOGNITIONS AND NOTEWORTHY EVENTS AND NEWS

Stuart Steinberg, the Dad of Wayne Assistant Township Clerk Jackie Quinlan, was recognized by the state of New Jersey with the Governor's Jefferson Award in the category of Emergency Service. He has been called "Wayne's Greatest Hero".



Congratulations to 1st time grandmom Fairfield Township Clerk/MCANJ 1st Vice President Denise Cafone—Welcome to the world Camile Rose born on December 2, 2021! (Pictured on Left)

True Municipal Team Work

Tropical Storm Ida hit portions of New Jersey with a vengeance and other portions simply got wet. We were fortunate in Warren County, NJ and where not recipients of major damage. We heard of other Municipal Clerks that were not as fortunate as we.

At our September 2021 meeting it was an unanimous decision to support a fellow Municipal Clerk who had lost the majority of their home contents, two vehicles and their municipal office. We forwarded a check in the amount of \$500 to a New Jersey Municipal Clerk with true need.

On November 16 2021, Warren County Municipal Clerks' Association received the following notification:

"Thank you for the abundant generosity and kindness with your gift, my family and I are beyond grateful and appreciative".

Should this individual wish to attend the MCANJ 2022 Annual Education Conference, my husband and I ask that they be the recipient of 2020 Pflugfelder Conference Registration Scholarship.

Thank you

Warren County Municipal Clerks' Association Members

As well as George and Diane M Pflugfelder

Diane M Pflugfelder RMC, WMC

Congratulations to High Bridge Clerk Adam Young and his wife! They welcomed a baby girl on a very memorable evening, Hurricane Ida! Wishing them well !



Congratulations to Alexandria Township Municipal Clerk/MCANJ 2nd Vice President Michele Bobrowski and to her daughter Sarah. Sarah commissioned as a 2nd Lt. in the Marine Corps on November 20, 2021 after her successful completion of Officer Candidate School in Quantico, VA. Sarah is now in Basic School in Quantico Virginia where she will be for the next 6 months.

Congratulations to Gina Kim of Palisades Park, NJ on earning her Certified Municipal Clerk certification through IIMC in December.

Congratulations to Michele Bobrowski of Alexandria Township on earning her Master Municipal Clerk certification through IIMC in November.



Congratulations are in order for the new incoming officers of the Atlantic County Municipal Clerk's Association:

From Left to right:

Lisa Tilton, President; Kimberly Campellone, Vice-President; Patricia Gatto, Treasurer; Monica Kyle, Secretary

IIMC Update & News

I was honored on December 10, 2021 to represent IIMC at the retirement evening for Vincent Buttiglieri and present him with the Recognition of Professional Services.

Additional – not as important news includes:

- West Virginia Municipal Clerks are coordinating the Region II Conference to be held at Oglebay Resort from February 8th-11th
- As of December 3rd the Marriott host hotel for 2022 Conference in Little Rock, AR is sold out. The Doubletree is still open with 70% of the room block available
- IIMC VP Election dates are March 7-25th . The winning candidate must obtain a minimum of 51% of the votes cast. With three strong candidates there may be a need for a run-off election, thus we have an early election leaving time for a second election if need be.
- Cabin Fever Athenian Dialogue Program 2022 is open and accepting registrations. You may obtain registration information from the IIMC website or contact Diane M. Pflugfelder directly.
- IIMC 2022-2023 CMC/MMC Institute Scholarship filing deadline has been extended to March 1, 2022. This program was created to assist with the costs of attending an IIMC approved in-person or virtual institute of academy program for those working toward IIMC's professional designations. Applications can be found on the IIMC website.



Oath

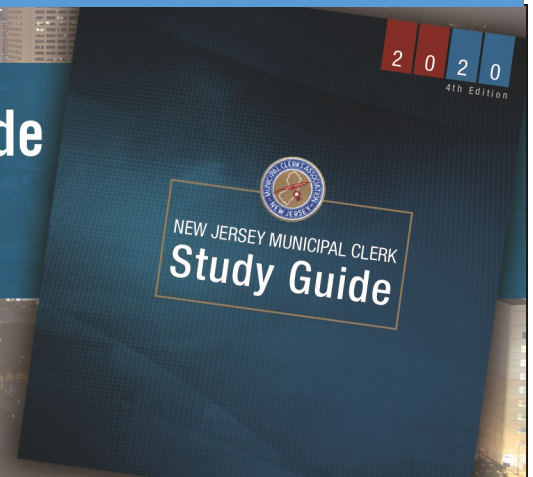


Attention County Clerk Association's:

After you do your Re-Org meeting in January, please email Quill Editor Michele Bobrowski at clerk@alexandrianj.gov so that we have the most recent and up to date information for your County Clerk Association of your Officers and please submit photos of your swearing in for the next Quill!!!! It will be great to get all 21 of our County Clerk Association's represented in the April Quill Edition.

New Jersey Municipal Clerk Study Guide New Fourth Edition Now Available

ORDER TODAY! generalcode.com/rutgers



Message from President Kim Marie White

By the time you receive this edition of the Quill we will be in 2022. I hope this message finds you in good health and in good spirits. The holiday break was a whirlwind, and went by entirely too fast! If you did not have the opportunity to visit with family and friends I hope you had time to relax in the way you enjoy most!

I'm not sure if you all feel the same way, but 2021 seemed to just fly by. Could it be because we are still functioning in the ever-shifting life of a global pandemic, or was it due to the fact that I started and finished the CPM program through Rutgers! The Certified Public Managers program is a professional education opportunity for managers working in government agencies. CPM is a nationally accredited management program and certification in which participants develop and strengthen their management skills through a competency based curriculum. The program can fill a training gap for staff with significant technical expertise who seek to further their knowledge of current management practices. I found the course content to be very helpful, so if your municipality will afford you with the opportunity and you have the time, go for it because you will be very glad you did! I filled my plate way up between working fulltime, going to school, teaching and being the President to the absolute best Clerk's out there!

The 2022 MCANJ Annual Education Conference is scheduled for March 21 through March 24, 2022 at the Hard Rock Casino in Atlantic City. The conference theme is ***"Follow the Yellow Brick Road to your Educational Success"***. **The conference team is doing an outstanding job and was able to secure 17.5 CEU's for Clerks, 1.5 CEU's for Registrar and we applied for 13 hours for CMC/MMC.** The keynote speaker is going to be a blast, and will be sure to get everyone in attendance involved! The last day of the conference we will be drawing business cards to see who will be getting a free registration to the 2023 Conference. Be sure to stick around, as you must be present to win. I still can't believe it's less than three months away! Be on the look for email blasts with the registration link.

A lot of you have reached out to me regarding legislation that addresses the implementation of Daniel's Law A-6171/S-4219. I am sure you all know why Daniel's Law was brought forward, and if you do not know, it was in response to Judge Salas's son Daniel, who was the victim to a horrific act of gun violence at her home. The individual who shot Daniel had amassed a file of personal information about her, which included the judge's home address.

I did send out an email blast, which I hope explained the legislation addressing the implementation of Daniel's Law clearer. I was invited to participate in a meeting with Senator Joseph Cryan, sponsor of A-6171, and he embraced the concerns brought forward by Municipal Clerk's, and did a wonderful job trying to make it easier on us. Daniel's law will not stop individuals from seeking information, however, this legislation will slow them down and streamline the registration process. Under the new procedure, an eligible person must make an application through a state web portal in order to request protection under the law. (The legislation creates a process for this, including providing funding and authorizing the state to hire a consultant to create a web-based portal for submission of requests.) The newly created Office of Information Privacy (OIP) Director will receive, review and either approve or deny all applications. Once approved, "[a] public agency shall redact or cease to disclose...the home address of a covered person approved by the Office of Information Privacy not later than 30 days following the approval." The Department of Banking and Insurance is also empowered to issue rules and regulations within eighteen months consistent with the new law. If you want to learn more about the legislation see the League's December 17 blog post (<https://www.nijlm.org/Blog.aspx?IID=154#item>)

I am happy to report that we have 679 members and 269 LDF members. Way to go New Jersey Clerk's! There are many new RMC's that recently received news of passing the State exam, so our members will only continue to grow!

Stay safe and warm, eventually it will get colder!



"It's not where you go it's who you meet along the way". ~Wizard of Oz



A Day in the Life of a Municipal Clerk

Reduced to Tears

By Michele Lynn Seigfried

The other day I went retrieve more file folders and I found another employee on the floor of the closet, in the fetal position, crying. It was quite a funny sight to see, however, I put on my “therapist” cap – because another thing about Municipal Clerks that I’ve realized is that we tend to be a jack of all trades, wearing many hats. I asked what was wrong. She said we were out of post-it notes. We both laughed as I helped her up.

While I’d like to say it was a shock to find someone on the floor like that, I remembered how many times I’ve wanted to crawl into a closet, curl in a fetal position myself and cry my eyes out. But, us clerks hold it all together, and make the job look easy, so you probably wouldn’t find one of us like that—at least not in public!

A boss once accused me of showing off for multiplying numbers in my head instead of using a calculator. I was berated once for completing an OPRA request too quickly. I was devoured once for answering “no” truthfully when asked if someone had filed their financial disclosure statement. A councilperson once ripped me for knowing more than them about government, so I would play dumb whenever they asked me a question so as to not hurt their ego. A recent post on twitter said, “Check on your friends who work in professions which require them to refrain from saying 90% of what they think or know. They are not okay.” How relatable!

Back in the 90s, a co-worker and I decided to play a joke on another co-worker. We removed all the ink from his pens and put the pens back in his pen holder. The joke was on us though when the boss walked in, sat next to the pen holder to sign something, picked up a pen that didn’t work and threw it. Then picked up another pen that didn’t work and threw it. Then picked up a third pen and threw it, saying, “What is wrong with this person that their pens have no ink?” I was young, and scared, so I almost cried, but I came clean and admitted it was a joke, while returning all the ink to the boss. I was lucky that she had a sense of humor about it. I was probably also lucky that I didn’t work in government at the time—I wouldn’t have wanted to get in trouble for defacing public property!

I was at a conference once where someone I knew snuck off to the bathroom with someone who wasn’t his wife. Moments later, rushing water poured from under the bathroom doors, flooding the area where we were sitting. I was so upset about my new shoes being ruined that I almost cried—until those people I saw enter the bathroom appeared, soaking wet, with the man missing his toupee. Apparently, the toupee was accidentally flushed in the toilet, clogging it, causing the mess.

I made the mistake of volunteering as “Cookie Mom” one year for my daughter’s Girl Scout Troop. After a particularly successful cookie booth where the troop sold hundreds of boxes of cookies, my husband found me on the floor with stacks of dollar bills and loose change with tears streaming down my face because I could not get the money to balance with what we bought. There’s a reason I did not become a CFO.

One particularly hard holiday season after my mom passed, I decided to ease my sorry with a little wine. And a little more wine. It’s probably not the best idea to drink and wrap presents like I did to ease the pain. It is only a temporary fix. Also, if anyone received a remote control from me, I’m going to need that back.

As for that employee in the closet, my words of wisdom were, “this too shall pass.” If there is one thing I’ve learned after all these years, it is that it all does pass at some point! Council people come and go, difficult residents move out of town, and harassing OPRA requestors pick on other towns. In the words of my friend Jane Warren, “You will outlast them all.” So, hang in there my friends because if you are struggling, believe me, mountains do not rise without earthquakes and you too will rise up!



Michele Lynn Seigfried is stepping down from a “Day in the Life of a Municipal Clerk” after several years of gifting us with her knowledge, humor, and charm. Michele, we have been so blessed with your gift of writing and will miss your quarterly articles. If you would like to try your hand at starting your own column in the Quill or would like to help out with the Quill whether gathering articles, facts, fun, proofreading and drafting we welcome you with open arms. Please reach out to Quill Editor, Michele Bobrowski at clerk@alexandrianj.gov and let me know what you can assist with. We look forward to hearing from you!!

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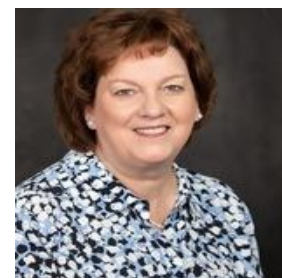
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MEMOS YOU WILL NEVER RECEIVE AND EVENTS THAT WILL NOT HAPPEN (PART TWO)

By: Richard Lustgarten

In the last issue we embarked on a trip through fantasyland about mythological events that only occur if you allow your mind to wander. So, as a brief respite from mundane reality, let us once again travel to that parallel place trying our hardest not to diagonally disrupt its symmetry.

In a burst of Legislative creativity, (an oxymoron?), a filed bill requires municipal clerks to assume the duties of both planning board and board of adjustment secretaries. The bill's sponsor opines that clerks can fit these duties into the regular work week without disrupting their daily routine. When reminded of evening board meetings, sponsor says "that's a detail that can be worked out later". Additionally, no increase in compensation is contemplated for these additional "routine" responsibilities. Another detail .

In another flash of supposed insight, to save clerk's time, council minutes only need reflect who attended the meeting, a ten word or less description of each subject matter, and the vote count. Nothing else need be included. Any person who wishes to listen to the tape of the meeting may do so, but only in the presence of the clerk to insure that the integrity of the tape is not jeopardized. Sponsor of this bill "guarantees" it will save the clerk time and free him/her up for other duties.

To insure a certain amount of parity, clerks like teachers, will have July and August off.

In order to insure a balanced office, a Democratic clerk and a Republican clerk shall serve together as co-clerks. If a clerk is registered to some other party or is non-affiliated, she/he may serve alone.

Any clerk who has served for at least 3 years is no longer required to obtain education credits. Municipal attorneys object as they still have to. (Does this make a statement or what?)

In a groundbreaking memo, the Attorney General issues mandate that before any municipal attorney's opinion is submitted to the governing body, it must first be approved by the municipal clerk. This memo pleases no one (except those clerks who have been "cleaning up" novice municipal attorneys opinions for years.)

Local government services requires clerks to have office hours during the week. Public-3: Councilmembers-2;Mayors-1.

As an additional statutory holiday, clerks may choose election day.

Clerks and Deputy Clerks can't be related unless they want to be.

Clerks shall certify once a year that none of council's actions were political in nature. However, there is no penalty if this statement is incorrect.

League of Municipalities wants MCANJ to adopt resolution that it concurs with all actions taken by League. MCANJ board says "We'll do it if they adopt one concurring with us." League drops idea.

As a reward for outstanding service, all clerks are given a municipally prepaid one week retreat, preferably at a Caribbean resort.

Court decides that all Clerk's duties are non- delegable. s MCANJ board shrugs and says " Big deal, seems like it's been like that forever."

"A government big enough to give you everything you want,
is strong enough to take everything you have." T. Jefferson

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DEADLINES FOR NEWSLETTER ITEMS

The deadline for People Page submissions for the April 2022 issue is March 7, 2022. Please send People Page news to:

Drew Pavlica, Retired Municipal Clerk, City of Garfield,

via Email at peoplepage@MCANJ.us

The General News Articles deadline is March 8, 2022, and may be sent to:

Michele Bobrowski, Alexandria Township, 242 Little York-Mt. Pleasant Rd. Milford, NJ 08848 or via email to:

clerk@alexandrianj.gov

Questions or comments regarding this or any issue of *The Quill* may be directed to the

Editor, Michele Bobrowski,

by calling (908) 996-7071 ext. 210 or using the contact information shown above.

Articles for submission should be prepared in Microsoft Word, using Calibri 10-point font.