

**THE NEW JERSEY ASSOCIATION  
OF  
TECHNICAL ASSISTANTS  
AGENDA  
February 19, 2016**

**1) INTRODUCTIONS:**

- a. Greet members
- b. Sign in sheet

**2) MINUTES & TREASURERS REPORT:**

- a. Minutes: November 4, 2015
- b. Membership Dues 2016/ Treasurers Report

**3) CORRESPONDENCE:**

- a. Thank you from Dorothy Giesenhaus

**4) OLD BUSINESS:**

- a. Permit Tech class and exam
- b. League of Municipality's

**5) NEW BUSINESS:**

- a. Technical Assistant of the year
- b. Procedure for Election of officer
- c. ICC Chapter Education Day
- d. Pampered chef gift raffle
- e. Officer update for the website
- f. Letter for Ed Smith

**6) ADJOURNMENT**