

New Jersey Association of Technical Assistants

Meeting Minutes

February 17, 2012

I. Call to order

Dawn Neil called to order the regular meeting of the NJATA at 12:15 pm on February 17, 2012 at Mastoris in Bordentown.

II. Roll call

A sign in Sheet was sent around. The following persons were present: Debbie Timko, Borough of New Providence, Julie Lipnick, Saddle River, Monika Sackman, Borough of Ramsey, Lisa Love, Tabernacle Township, Sonia Olhovsky, West Windsor Twp., Brenda Sirkis, West Windsor Twp., Debbie Simone, Borough of Berlin, Dawn Neil, Bernards Township, Valerie Waricka, Marlboro Twp., Pat Famularo, Colts Neck Twp., Lynn Mizer, Shelly Merola, Lawrence Twp., Diane Runowicz, Lawrence Twp., Ana Weik, Lawrence Twp.

III. Approval of minutes & Treasurers Report

All read the minutes from the November 10, 2011 the minutes were approved with one change. Motion by Monika Sackman, 2nd by Debbie Simone, all in favor, none opposed.

No treasurer's report was submitted, dues are due by July 2012; please submit dues with a copy of the membership list to Susan McLaughlin as soon as possible.

IV. Correspondence

An invoice was received from Computer Sharp, Inc. for web hosting services for 2011 in the amount of \$192.60. Ryan discussed with Dawn that we should updating our website platform. Dawn was request to set up a meeting with Ryan to get a proposal and cost for changing the platform and also the possibility of getting a Face book page a motion to by the invoice for 2011 service and to set up a meeting to get a proposal was made by Pat Famularo and a 2nd by Julie Lipnick. All in favor.

V. Old Business

VI. New business

a) President Meeting Issues

Dawn Neil reviewed the items that were on the agenda at the presidents meeting of January 10, 2012; see the attached agenda and minutes.

b) Donation to ICC & Code of Honor

The ICC conference will be coming to NJ the last week in Oct 2013. ICC is asking for a donation of \$1.00 per member to use toward hospitality cost. We need ideas on what to prepare for, Dawn to talk to Bonnie Lanz and see if they have a list on what to do and Debbie to contact Steve Jones to set up a meeting to see what our involvement would be. It was also discussed to set up a committee with two people from each association to prepare for the conference. It was discussed that starting in 2013 to increase the dues to \$6.00 per member to cover the donation cost; this change would need a by-law change. A motion was made by Lynn Mizer and a 2nd by Brenda Sirkis, all in favor.

c) New Chimney Certification

The new chimney certification form was handed out; this form went into affect in January.

d) Gift Cards

We will collect gift cards again for the Atlantic City Woman's Shelter.

e) TA of the Year

The TA of the year for 2012 is Debbie Simone from Berlin Borough.

VII. Adjournment

Dawn Neil adjourned the meeting at **2.05pm**. With a motion by Debbie Simone, and a second by Sonia Olhovsky, all in favor.