

New Jersey Association of Technical Assistants

Meeting Minutes

November 7, 2014

I. Call to order

Dawn Neil called to order the regular meeting of the NJATA at **12 pm on November 7, 2014** at Mastori's.

II. Roll call

A sign in Sheet was sent around. The following persons were present: Dawn Neil, Bernard's Twp., Debbie Timko, Borough of New Providence, Lisa Love, Tabernacle, Debbie Simone, Berlin Borough, Joe Haggerty, Bedminster Twp., Kathy Newcomb, Hainsport Twp., Brenda Sirkis, West Windsor, Pat Famularo, Colts Neck Twp., Kathy Burno, Commercial Twp., Susan Mealey, West Windsor Twp., Terry Ezzo, Bordentown Twp.,

Approval of minutes

All read the minutes from the May 8, 2014 the minutes were approved as read. Motion by Debbie Simone, 2nd by a Joe Haggerty, all in favor, none opposed.

The treasurer's report – No report Submitted will be presented at next meeting.

Old Business

a) Website –

Burlington County Technical School designed 3 web designs, Kathy Newcomb and Dawn Neil attended a presentation of the designs. They picked a design and it will be live shortly. A discussion to make a donation to the school and resolutions for the students and the teacher. A motion was made to make a donation of \$500.00 to the school along with resolutions for the students and teacher. The motion was made by Brenda Sirkis and a second by Kathy Newcomb all in favor.

b) Permit Tech Class and Exam –

The next exam date is June 13th it is a 2 hour open book test we must have a guarantee of 25 people for the exam to be given. Dawn Neil to contact John Delasandro to see if the DCA will offer the course taught by Steve Berger at Building Safety Conference.

c) Gift Card Donation –

No information will be with the treasurer's report at the next meeting.

d) Election of Officers – President / Treasurer

A vote was conducted and the President will be Dawn Neil and the Treasurer is Susan McLaughlin. With Dawn Neil being elected President this leaves an opening for Vice President. A motion was made by Lisa Love and a second by Dawn Neil to elect Debbie Simone to fill out the Vice President term. Brenda Sirkis suggested that the officers go to one local association meeting per year.

III. Correspondence

IV. New Business

- a) ICC Conference – Dawn Neil handed out a presentation she put together about the conference in FL.
- b) Training Day Donation - A thank you letter from the Central Ohio Permit Tech Association was sent around for review.
- c) Kathy Newcomb sent a letter to the League of Municipality's requesting for NJATA to become an associate members. She was contacted by a representative from the league and was told that they would discuss are request at their next meeting.

V. Adjournment

Dawn Neil adjourned the meeting at **1:42 pm**, with a motion by Pat Famularo and a second by Kathy Newcomb, all in favor, none opposed.