

# ***New Jersey Association of Technical Assistants***

## ***Meeting Minutes***

**May 5, 2016**

### **I. Call to order**

**Dawn Neil** called to order the regular meeting of the NJATA at **4:00 pm** on **May 5, 2016** at Ballys Park Place Atlantic City.

### **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, Susan McLaughlin, Lisa Love, Tabernacle, Debbie Simone, Berlin Borough, Kathy Newcomb, Hainesport Twp., Brenda Sirkis, West Windsor, Valerie Waricka, Marlboro Twp., Johanne Kanauss, Burlington City, Dawn Caromano, West Windsor Twp., Shelly Merola, Lawrence Twp., Pamela Schwarz, Evesham Twp., Jennifer Newton, Evesham Twp., Lucia Camporeale, Borough of Glen Rock, Julianne Lipnick, Saddle River, Pattie Brown, Sparta Twp., Manuela Burlew Onalki, Union Beach, Karen Coffey, Borough of Morris Plains, Cathy Jackson, Township of Livingston, Melissa Nelson, Seaside Heights, Lynn Kramer, Matawan, Linda Aiello, Westwood,

#### **Approval of minutes**

All read the minutes from the February 19, 2016 the minutes were approved with a correction. Motion by Debbie Simone, 2<sup>nd</sup> by Katherine Jackson, all in favor, none opposed.

#### **The treasurer's report**

Treasures report submitted the balance at this time is \$2405.34 copy attached. Dues due July 1, 2016. Motion by Debbie Simone, 2<sup>nd</sup> by Kathy Newcomb, all in favor, none opposed.

#### **Correspondence**

#### **Old Business**

- a) Permit Tech Class and Exam – discussed doing study groups and using money to purchase study guide books. Put together email for study groups.
- b) Gift Card Donation – Checks and cards were collected will have an amount for the next meeting.
- c) Letter to Ed Smith – Dawn Neil read response letter from Ed Smith. A discussion on how to proceed was started. We should start a letter writing campaign to the Code Advisory Board C/O Emily Templeton at the DCA and cc NJATA also. Dawn to draft letter to send out for support include old letter and letter from Ed Smith.
- d) Roz Bosserdet Scholarship – Debbie Hodgson, Southampton Twp. Debbie Just retired congratulations to her.

## **New Business**

a. Officer Nominations –President & Treasurer

Nominations are being done online you should have received an email the process is open till May 31<sup>st</sup>. An email will be sent to remind people. An email will be sent regarding the final ballot. All nominations and ballots will be done this way in the future. Also, in the future we will look to do TA of the Year this way.

b. ICC Conference –

Will be October 16<sup>th</sup> -24<sup>th</sup> in Kansas City. It was discussed to do a scholarship for the conference, Dawn to make up and application for people to fill out. It was decided to offer a \$500 scholarship if the money is available and make a decision every year if money is available. Motion by Debbie Simone with a second by Linda Aiello, all in favor.

c. 20 year Anniversary- Discuss at next meeting

d. Fundraising- Discussion about fundraising took place and a motion was made to order 200 tickets for charity mania again. Motion by Kathy Newcomb with a second by Susan McLaughlin.

## **Adjournment**

Dawn Neil adjourned the meeting at **5:19 pm**, with a motion by Debbie Simone and a second by Johanne Kanauss, all in favor, none opposed.