

MUNICIPAL CLERKS' ASSOCIATION OF NEW JERSEY
EXECUTIVE BOARD MEETING
18 December 2015 @ 2:00 pm
Conference Call

1. ROLL CALL

A. REVIEW OF RFP APPLICATIONS FOR LEGAL COUNSEL

2. ADJOURNMENT

A meeting of the Municipal Clerks' Association of New Jersey Executive Board was held via conference call on 18 December 2015. The meeting was opened by President Kazmark at 2:01 p.m.

Present: Keith Kazmark, President; Denise Szabo, 1st Vice President; Dina Zawadski, 2nd Vice President; Kevin Galland, Treasurer; Diane M Pflugfelder, Secretary; John Mitch, Immediate Past President

Also, Present: Joel Popkin, Executive Director; and, Richard Lustgarten, MCANJ Legal Counsel

PRESIDENT KAZMARK

Present Kazmark presented a listing of the RFP Applications for Legal Counsel which received the strongest support from members of the Executive Board. Following discussion, it was agreed that the following six individuals would be interviewed on Friday, 22 January 2016;

Justin D Santagata with Kaufman Semeraro & Leibman LLP
Raymond R Wiss with Wiss & Bouregy PC
Ronald P Mondello with Ronald P Mondello, PC
Steven P Goodell with Herbert, Van Nes, Cayci & Goodell
Bruce R Rosenberg with Winne Banta Basralian & Kahn PC
Joseph M Wenzel with Joseph M Wenzel

Discussion ensued on

- Agreeing to investigate Municipal Clerk references after the interviews have been conducted
- The Executive Board members are hiring an individual not a firm
- The applicant would be paid on a flat rate with the exception of litigation
- Those firms with historical political affiliations were not a consideration
- Sole practitioners vs. individuals from within a firm
- Period of time to conduct interviews concluded with an agreement of 20 (twenty) minutes per
- The Executive Board meeting of 22 January 2016 would postpone a meeting with Laura Flagg, Rutgers Representative, to the February meeting

It was agreed that the Executive Board meeting on 22 January 2016 would begin at 9:30 am.
Interviews for legal counsel would be scheduled to begin at 10:15 am on 22 January 2016.
The Conference Planning Committee meeting would begin at 1:00 pm on 22 January 2016.
Thank you Notes would be forwarded to all applicants upon the appointment of Legal Counsel.

ADJOURNMENT

There being no further business, a motion by President Kazmark to adjourn the meeting carried.
Meeting adjourned at 2:25 p.m.

Diane M Pflugfelder RMC/MMC
Secretary MCANJ
Minutes Approved 22 January 2016
