

November 2021

IMPORTANT UPCOMING EVENTS

Please consult the League [Web Calendar](#)

November 16-18

[106th Annual League Conference-Atlantic City
Convention Center, Atlantic City](#)

December 3

[Understanding Library Law as Applied to Your Public
Library-Your Computer](#)

January 8

Orientation for Newly Elected, Reelected, and
Experienced Municipal Officials-Hilton Hotel, East
Rutherford-Coming Soon!

January 22

Orientation for Newly Elected, Reelected, and
Experienced Municipal Officials-Westin Hotel, Mount
Laurel-Coming Soon!

March 12

Budgeting for Elected Officials-Conference Center at
Mercer, West Windsor-Coming Soon!

- ✓ Conference Consultant Meetings
- ✓ Attention Mayors
- ✓ CEU's at Conference
- ✓ Download the Conference App
- ✓ Unauthorized Hospitality Functions
- ✓ Local Government Leadership Program
- ✓ League Conference Information
- ✓ Article Submissions for NJ Municipalities Magazines

FROM THE PRESIDENT

Mayor Janice Kovach, Clinton Town

As we prepare to welcome you to this year's in-person conference, we are asking that you prepare in advance to make this the best NJLM Conference yet. What can you do?

Registration prep: If you've registered before the Conference, great! If you haven't registered yet, you still can with a credit card through Nov. 12. [Don't miss this great opportunity to skip the registration lines.](#)

Health & Safety action: The League has announced mask requirements and vaccination or negative COVID test protocols for the in-person event. We're eager to get back together, safely!

Event participation: I especially suggest attending the League's events, the Business Meeting on Thursday, November 18, at 3:30 p.m. in the Crowne Ballroom of the Sheraton Hotel. the Mayors' Box Lunch and Women in Municipal Government Networking & Awards event on Wednesday, and the League Luncheon on Thursday.

It's has been my work and a pleasure to help the League navigate through these challenging times. And I'm proud of what we've accomplished together. We've created quite a legacy and can keep building it at this year's Conference.

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Executive Staff

MICHAEL CERRA, Executive Director

LORI BUCKELEW, Asst. Executive Director

Schedule Your Consulting Meetings

Don't forget to set up your Consulting Meetings. A list of contacts has been made available on the League's website, the onsite Session Program, and the new Conference Mobile App. These meetings - provide Conference attendees with the opportunity to schedule face-to-face meetings with state program directors, area experts, and grant givers. Conference attendees are encouraged to set up meetings with participating consultants before Conference week in preparation for the event. Take advantage of the ample space for one-on-one and small group meetings in the exhibit hall lounges and atrium lobby. For consultant contact information, visit the [Conference Consultants page](#).

Attention Mayors

Contact Lori Buckelew, Assistant Executive Director, Ext.112, or lbuckelew@njslom.org

As your community's chief executive, we offer the following amenities at this year's Annual Conference November 16-18:

- **MAYORS' RIBBONS** Available at the League Information Center near the top of the second floor escalator.
- **MAYORS' INFORMATION CENTER** A place for mayors to gather their thoughts, share information, have a coffee break, and catch up with colleagues. The Information Center offers major daily newspapers, position statements and space for a small meeting.
- **MAYORS' FAX & COPIER** Thanks to the courtesy of Atlantic-Tomorrows Office (booth 1819), mayors may use the courtesy copier at the Mayors' Information Center. Mayors may also send/receive faxes at the registration area near entrance C. See League staff for access to a fax. The fax number at the registration area, beginning Tuesday, Nov. 16 is 609-449-3928. Please instruct those sending faxes to include a cover sheet with the recipient mayor's name.
- **MAYORS 23rd ANNUAL LEGISLATIVE PRIORITIES SURVEY** Early in October, the Mayors 23rd Annual Legislative Priorities Survey was mailed to each of you. Additional copies of this survey are available at the League Mayors Information Center.

Important Notice about Your CEUs at the 2021 League Conference

Contact Danielle Holland-Htut, Ext. 118, or dholland@njlm.org

Check for more updates on twitter [@NJLeague](https://twitter.com/NJLeague) or <http://www.facebook.com/njleague>

In order to expedite the CEU Tracking process, the League will have badge scanning in every classroom at the Atlantic City Convention Center. To earn CEUs, attendees should follow the process described below.

For Sessions with CEUs:

- There will be no CEU volunteers present at the doors. Instead, attendees will self-scan in and out. Desktop scanners will be placed at the entrance of each room.
- Following the Conference, attendees can log on to the Tracking System website and download their CEUs as they have done in previous years.

All attendees scanning for credit must SELF-SCAN IN AND OUT..This is a requirement of all accrediting bodies to receive CEUs.

Voluntarily Verify Your Attendance at Conference Sessions

Contact Danielle Holland-Htut, Ext. 118, or dholland@njlm.org
Check for more updates on twitter [@NJLeague](https://twitter.com/NJLeague) or facebook.com/njleague

Attendees who aren't receiving CEUs but wish to track their attendance may self-scan in and out of every session utilizing the badge scanners in each classroom.

Following the Conference, attendees can access their attendance verification by logging-on to the League Tracking System from the link on the League website with their badge number to confirm and print out their attendance verification.

Go Digital at This Year's Conference! Download Our Conference App!

Visit the [Conference page](#) for more information

Download the official Conference mobile app. With this app you will be able to access a fully searchable session schedule, interactive map of the exhibit floor, a thorough listing of exhibitors, and up-to-date event information. Don't miss important sessions, speakers, or exhibits—create a personalized schedule before you arrive onsite to maximize your experience! You can see more information on the Mobile App on the [Conference Mobile App Webpage](#). The League's Mobile app is sponsored by AT&T.

Unauthorized Hospitality Functions

Contact Michael Cerra Executive Director, mcerra@njlm.org , 609-695-3481, ext. 120

The 106th Annual League Conference will soon be upon us and we know you are looking forward to a productive and educational week.

Numerous exhibitors and groups have scheduled receptions and hospitality functions during the evening hours in Atlantic City. However, each year there are a few commercial entities that schedule hospitality functions such as brunches and lunches that conflict with the Conference programming.

These unauthorized functions should not be confused with legitimate business luncheons sponsored by our affiliated associations and their members. The League urges you not to attend daytime hospitality functions offered by commercial firms.

Instead, plan your daytime activities so you can derive the greatest educational benefit from attending the League Conference. Education sessions begin at 9:00 a.m., break at noon, resume at 2:00 p.m. and finally adjourn at 5:15 p.m.

As always, the League is available to answer your questions on any aspect of the Annual Conference and we strive to make your participation both enjoyable and highly productive.

Earn Points Towards the Local Government Leadership Program

Contact Danielle Holland-Htut, ext 118 or dholland@njlm.org

This year the League is offering many sessions of interest to your elected officials, including those on the topics of Ethics, Budgeting, Open Public Meetings, and Public Procurement. Elected officials interested in participating in the Local Government Leadership Program will be able to receive points for attending these classes. You can view the current course listings on the Conference webpage. Search for LGLP in the "Advanced Search" Tab on the [Conference schedule page](#). For more information on the Local Government Leadership program, please visit the [Local Government Leadership webpage](#).

League Conference Information

For more information, please visit the [League Conference page](#)

League Code of Conduct

The League intends to maintain a welcoming professional atmosphere in all aspects of the Annual League Conference. To that end, conduct that violates the [League Code of Conduct](#) is not tolerated by the League, anyone who witnesses it, or is subjected to it. Everyone who participates in the Annual League Conference is required to adhere to this code.

Conference Center Preparations

The League has been reevaluating and redesigning aspects of the conference in preparation for a safe and successful in-person conference. The league has implemented measures for the in-person 2021 NJLM Annual Conference including masking and proof of vaccination or negative COVID test. The announcement can be found at the [Conference's news page](#) and [Health and Safety Plan FAQs](#) are being updated as additional information becomes available. The League is taking measures along with our partners at the Atlantic City Convention Center, which is GBAC STAR certified, and all related service providers to follow CDC and NJ Department of Health guidelines and create a safe, healthy, and comfortable conference for all participants.

A healthy conference environment is our top priority for 2021. Sanitization protocols that comply with CDC guidance are ready for public spaces, meeting areas, food service, and transportation. Venue layout will take into account social distancing. Pre-registration will eliminate waiting lines. For more information on our [Health and Safety Plan](#) please visit the [conference website](#).

Ticketed Events

The League will be holding ticketed events during the annual conference, including:

- Annual Mayor's Box Luncheon on Wednesday, November 17 from 12:00 noon to 1:45 p.m. This event is limited to the mayor and two guests of the mayor's choosing. Cost: \$25 per person
- WIMG Networking & Awards Event on Wednesday, November 17 at 5:15 p.m. Cost: \$30 per person.
- Annual League Luncheon on Thursday, November 18 from 12:00 noon to 1:30 p.m. Cost \$40 per person.

As a reminder, all ticketed League events require a conference badge, which is a separate fee from the ticketed event.

To purchase your tickets please visit the [League Event Tickets](#) page on the [conference website](#).

League's Business Meeting

The League's Annual Business Meeting will be held at 3:30 p.m. on Thursday, November 18 at the Sheraton Hotel. Only the Mayor or their official designee can vote, but all municipal officials are welcome. There is no cost to attend this event.

New Year's Resolution: Get Involved with NJ Municipalities Magazine

Contact: Amy Spiezio at aspiezio@njlm.org or Tasneem Kapadia at tkapadia@njlm.org

The League's official publication, *NJ Municipalities* magazine is preparing 2022 issues for January, February, and March. We welcome you to pitch your op-ed columns, COVID recovery stories, news items, and feature-length pieces that celebrate and inspire local officials for inclusion in upcoming editions.

In each issue, the magazine provides insights on a variety of topics of interest to local governments and also puts a spotlight on particular topics that are currently trending. Please [visit the League's website for author guidelines](#) or [a full rundown of issue spotlights](#). Or reach out to Managing Editor Amy Spiezio at aspiezio@njlm.org.

If you and other officials within your municipality don't subscribe to *NJ Municipalities*, please visit the [magazine bookshelf](#) to check out the useful information included in each issue and consider adding this publication to your municipal government toolkit.

Do you work with vendors that you would recommend to other municipalities? Let these vendors know about the League's magazine, *NJ Municipalities*. Placing advertisements in the magazine helps to increase the reach of their marketing messages and supports the League as an organization in the process. Reach out to Tasneem Kapadia at tkapadia@njlm.org with your vendor's mailing address and we will send them a sample issue!