

AGENDA

- 8:30 a.m. – 9:00 a.m. Registration, Networking, & Continental Breakfast
- 9:00 a.m. – 12:00 p.m. Budgeting, Purchasing and Labor Topics, Networking, & A.M. Refresher
- 12:15 p.m. – 1:15 p.m. Buffet Luncheon
- 1:15 p.m. – Professional Responsibility and Ethics Topics, Networking, & P.M. Refresher
- 3:30 p.m. Adjournment

All participants will receive a Certification of Completion.

This program is a requirement of the Local Government Leadership Program. Visit www.njlm.org/lglp for more information.

New Jersey State League of Municipalities

is a voluntary nonpartisan statewide association created to help communities do a better job of self-government through pooling information resources and brainpower. Authorized by state statute since 1915, it has been serving local officials throughout the Garden State. All 565 mayors and 13,000 elected and appointed officials of member municipalities are entitled to all of the services and privileges of the League.

Orientation Contact Information

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Serving Municipal Government in New Jersey Since 1915

INVITATION TO ATTEND

An Orientation for
Municipal Officials who are
**Newly Elected,
ReElected,
or Experienced**



▶ Saturday, January 22, 2022

Westin Hotel

555 Fellowship Road
Mount Laurel, NJ 08054

8:30 a.m.-3:30 p.m.

OR

▶ Saturday, February 5, 2022

Hilton Meadowlands Hotel

2 Meadowlands Plaza
East Rutherford, NJ 07073

8:30 a.m.-3:30 p.m.

▶ REGISTRATION FEE

Member:	\$130.00*
Non-Member:	\$150.00

*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

This orientation for municipal officials who are newly elected, reelected, or experienced is fast paced and designed to quickly bring officials up-to-date on important municipal issues. The newly elected officials will get a thorough overview of their major areas of responsibility, key contact at the State level, and important sources of information and assistance.

Reelected and experienced officials will receive valuable up-to-date reference materials that will guide them to the answers they seek. They will also get the latest information on the most important municipal issues—all while meeting their newly elected peers and the League Staff.

The Luncheon is an integral part of the orientation and designed as an opportunity to informally discuss experiences and share ideas with experienced Local Officials.

Seminar Topics & Speakers

9:05 a.m.-9:30 a.m.

“A Legislative Overview”

Michael F. Cerra, Executive Director, NJLM (1/22)
Lori Buckelew, Assistant Executive Director, NJLM (2/5)

9:30 a.m.-10:15 a.m.

“Budgeting in the Municipal World”

Jacquelyn Suarez, Director, Division of Local Government Services

10:15 a.m.-11:00 a.m.

“Understanding Public Purchasing”

Joseph Valenti, Former Chief Bureau of Local Management Services, Division of Local Government Services, Dept. of Community Affairs

11:00 a.m.-11:15 a.m.

Morning Networking Break

11:15 a.m.-12:15 p.m.

“Labor Relations-What You Need to Know”

Joseph Hannon, Esq, Genova Burns, LLC (1/22)
Jennifer Roselle, Esq, Genova Burns, LLC (2/5)

12:15 p.m.-1:15 p.m.

LUNCH AND NETWORKING

1:15 p.m.-1:45 p.m.

“Your Leadership Role and Working with Your Professional Staff”

Representative, New Jersey Municipal Managers Association (NJMMA)

2:15 p.m.-2:30 p.m.

Afternoon Networking

1:45 p.m.-2:15 p.m.

“The Importance of Working with Your Clerk”

Kim Marie-White RMC, President, Municipal Clerks Association of New Jersey, (MCANJ), Township of East Ampton (1/22)

Lucy Samuelsen, RMC, Treasurer, Municipal Clerks Association of New Jersey, (MCANJ), City of Somers Point (1/22)

Denise Cafone, CMC, RMC, CMR, 1st Vice President, Municipal Clerks Association of New Jersey, Clerk, Township of Fairfield (2/5)

Michele Bobrowski, CMC, RMC, CPM, CMR, 2nd Vice President, Municipal Clerks Association of New Jersey, RMC, Township of Alexandria (2/5)

2:30 p.m.-3:30 p.m.

“Open Public Meetings (Sunshine) Law and Access to Public Records”

and

“Local Government Ethics”

Trishka Waterbury Cecil, Esq., NJLM Deputy General Counsel (1/22)

William Kearns, Jr., Esq, NJLM General Counsel (2/5)

To Register:

download the form from our calendar at
www.njlm.org/seminars