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**Masser, Michelle**

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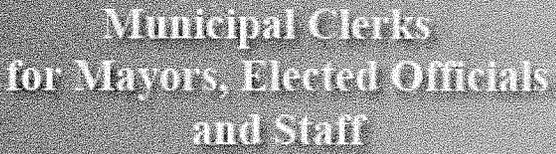
**From:** Lashway, Lisa  
**Sent:** Wednesday, January 16, 2013 2:59 PM  
**To:** Canning, Sean; Masser, Michelle  
**Subject:** FW: I. & II. Upcoming League Seminars

Lisa Lashway  
Mt. Olive Twp. Clerk  
973-691-0900 Ext. 7291  
FAX 973-691-2080  
PO Box 450  
Budd Lake, NJ 07828

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**From:** NJLM to Municipal Officials [mailto:njlm-clerks@cityconnections.com]  
**Sent:** Wednesday, January 16, 2013 2:58 PM  
**To:** Lashway, Lisa  
**Subject:** I. & II. Upcoming League Seminars

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January 16, 2013      **Register Now!**

**Re: I. Orientation for the Newly Elected, Re-elected, or Experienced  
Saturday, January 26, 2013**

Renaissance Meadowlands Hotel  
801 Rutherford Ave  
Rutherford, NJ 07070

**This orientation for municipal officials who are newly elected, re-elected, 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.

Re-elected 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.

**Schedule:**

8:30a.m. -9:00a.m. -Registration, Networking and Continental Breakfast

9:00a.m.-12:00p.m.-Overview of the League, Budget Law, and Procurement Procedures

12:00p.m.-1:00p.m.-Buffet Luncheon with an Open forum discussion

1:00p.m.-4:00p.m. – Ethics, Conflicts of Interest, and Labor Relations

**REGISTRATION FEE: Member Rate: \$115.00\* Non-Member: \$130.00**

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

**TO REGISTER:**

-Visit [www.njslom.org](http://www.njslom.org) and click on *Services*

-Select *Calendar of Events*, Go to the date you are attending

-Download registration form, complete and fax it with your voucher to (609)

695-0151

Questions about registering – contact Suzanne Delany [SDelany@njslom.com](mailto:SDelany@njslom.com)  
or 609-695-3481 ext. 111

**IN CASE OF INCLEMENT WEATHER OR CANCELLATION:** We will announce emergency seminar cancellations via recorded announcement on our Weather Hotline: **609-695-3481 ext. 200** and post announcements on our website [www.njslom.org](http://www.njslom.org) after 6:00am on the morning of the meeting.

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**RE: II. “Executive Leadership Training for Mayor’s and Council Presidents”**

**Saturday February 23, 2013**  
8:30a.m.-3:45p.m.  
The Conference Center at Mercer  
1200 Old Trenton Rd  
West Windsor, NJ 08550

The Executive Leadership Training Program is designed to provide mayors and council presidents with the much needed training and direction to help manage their municipalities and constituents. This training combines both traditional classroom teaching, real world examples, and open forums. Mayors will be able to ask questions as well as network with others in their field to gain knowledge and experience.

Topics for this seminar include: **Managing Officials, How to Run Meetings, How to Manage Your Professional Staff, Communicating with Constituents, Proper Meeting Protocol, How to Deal with Complaints, Ethics, Conflicts of Interest, and a special segment this year named “Ask DLGS”**

Speakers include:

- **Thomas H. Neff**, Director of the Division of Local Government

Services

- **Alan Zalkind**, Executive Director, New Jersey Municipal Management Association
- **Trishka Waterbury Esq**, Mason Griffin and Pearson, League Associate Counsel, and President New Jersey Institute of Local Government Attorneys
- **William Kearns, Jr, Esq.**, League General Counsel, Law Firm of Kearns, Reale and Kearns
- ....and more!

In addition, we will also host a Mayors Panel discussion that will talk about issues such as:

- **Energy Tax Receipts**
- **Hurricane Sandy**
- **Interest Arbitration Reform**
- **Managing your Staff**
- **Shared Services**
- **Thinking Outside the Box**
- **Managing in Difficult Times**
- **And other Legislative Issues!**

Please join us for this important and informative training!

**SCHEDULE:**

8:30a.m. -9:00a.m. -Registration, networking and continental breakfast

9:00a.m.-12:15p.m.-"Ask DLGS", Morning Panel Discussion

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

1:15p.m.-3:45p.m. - Mayor's Panel Discussion and Ethics Presentation

**REGISTRATION FEE:**

Member Rate: \$115.00\*

Non-Member: \$130.00

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

TO REGISTER:

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\*If you would like to be removed from receiving faxed advisories please contact Shirley Cade at [scade@njslom.com](mailto:scade@njslom.com) or 609-695-3481 ext. 114 with the name of your municipality and fax number. Thank you.

Please be advised that the information you receive is not legal advice. You must consult your town attorney to make sure that any of the material you receive is in accordance with current state law and your particular facts and situation.

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New Jersey League of Municipalities  
222 West State Street, Trenton, NJ 08608  
609-695-3481

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