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Chapter of NATOA & Affiliate of the NJ League of Municipalities

**GENERAL MEETING AGENDA**

**Wednesday, *January 27, 2016*, 11:30 a.m.-2 p.m. at *East Brunswick, NJ***

11:30 a.m. Lunch is served; informal gathering

12:00-12:20 p.m. Welcome & Reports

* Call to Order & Additions to Agenda [Chair or vice chair if chair not available].
* Approve minutes of December 2015 meeting [JAG Secretary or as designated by the president].
* Voting members list [Secretary].
* Welcome new members [Membership Chair].
* Member Introductions [Attendees provide updates/issues in their town/school] – 2min each limit.
* Committee Reports [3-minute limit on each report]:-to include all open action items
  + Standing Committee Reports
    - Executive [Chair]
      * *Goals/Trustee Meeting Report*
    - Finance [Treasurer]
      * *Report – Budget 2016 Voting*
    - Production [Committee Chair]
      * *New Direction of Committee*
    - External Relations [Committee Chair]
      * *Vendor presentations*
  + Ad Hoc Committee Reports
    - Membership [Committee Chair]
      * *Upcoming Membership Survey*
    - Legislative [Committee Chair]
      * *C*
    - Marketing [Committee Chair]
      * *Website Update and Rebranding of JAG*
    - Conference [Committee Chair]
      * *Workshop Ideas/Panelists*
    - JAM Awards [Committee Chair]
      * *2015 Recap & New Location for 2016*

12:20-12:30 p.m. Continuing Business

12:30-1:00 p.m. New Business

• Installation of New Officers and Thanks to Out Going Officers [David Garb]

• Introduction of 2015 Budget [Debbe Gist]

• Standing and Ad Hoc Committees Members Update [David Garb]

• Discussion & Assistance: Who needs help?

• 2016 General Meeting Locations

1:00-2:00 p.m.

* Demonstration of equipment by vendor. – **Castus**

2:00 p.m. Announcements/next meeting/Meeting Adjourned. **Tour Facility**

Register for the JAG website by sending an email to bduthaler@jagonline.org

*The next General Meeting will be held* ***(February 24, 2016 in Piscataway)****.*