

Masser, Michelle

From: Lashway, Lisa
Sent: Friday, June 04, 2010 11:18 AM
To: Masser, Michelle; Sohl, Bill
Subject: FW: League Information

Lisa Lashway
Township Clerk
Township of Mount Olive
P.O. Box 450
Budd Lake, NJ 07828
973-691-0900 Ext. 7290

From: NJLM - Municipal Clerks [mailto:njlm-clerks@cityconnections.com]
Sent: Friday, June 04, 2010 10:21 AM
To: Lashway, Lisa
Subject: League Information



**Municipal Clerks
for Mayors, Elected Officials
and Staff**



June 4, 2010

Re: I. Investment Forum on Food Waste Recycling

Dear Mayor:

Rutgers University is hosting a forum on the possibilities of investing in food waste recycling. The League is an institutional sponsor of the Investment Forum, and believes this is an important issue for local governments.

The products which can be made from food waste represent every day, necessary products—fuel and energy products and soil amendments/fertilizers. All of these products can be made locally.

Food waste recycling is becoming a national trend, which those businesses that generate food waste are eager to embrace. Wal-Mart, the largest retailer in the world, is planning to roll out a 50 state food waste recycling program for its stores by the end of this year

Municipal (League Member) registration is \$25.00.

Here are the steps to register . . .

- Go to <http://swrrg.rutgers.edu/>
- Right side, under “News” NJ First Food Waste Investment Forum
- Scroll down and click on “more information and to register”
- This page has links for agenda, and ways to register: mail or fax (checks); online (credit card only)
- Click on selected method of registration.

OR to “cut to the chase” and use your credit card . . .

- Go to <http://www.peopleware.net/index.cfm?siteCode=1361&category=1389&event=ER0313&subeventdisp=ER0313CD10>
- Under Registration Note, use drop down to select GOVERNMENT & Non Profit rate of \$25 each.
- This is done through the Rutgers NJAES Office of Continuing Professional Education.

If you have any questions contact Priscilla Hayes at 732-932-9155, x233 or hayes@aesop.rutgers.edu.

Very truly yours,

William G. Dressel, Jr.
Executive Director

Re: II. LEAGUE PROFESSIONAL DEVELOPMENT PROGRAM - In cooperation with New Jersey Division of Archives

and Records Management

NJDARM COMPUTER TRAINING: ARTEMIS RECORDS RETENTION AND DISPOSITION MANAGEMENT SYSTEM

Friday, June 11th 2010

Morning Session 8:30 – 12:00p.m. (Sold out)

Afternoon Session 12:30 – 4:00 (2 Spots Left)

The Conference Center at Mercer County College

1200 Old Trenton Rd., West Windsor, NJ 08550

NJDARM will launch the ARTEMIS system for the submission of requests and authorization for records disposition. Take this opportunity to receive hands-on training to learn how to use this web based system so you can:

- register with this system
- create disposal requests
- search retention schedules,
- access management reports

NJDARM is going to make the use of the Artemis system mandatory for all local government agencies sometime this fall. Training is not mandatory. These sessions are designed to help representatives from local government agencies transition from the paper disposition forms to this new system.

Morning Session Agenda

8:30am – 9:00am – Registration and networking

9:00am – 12:00pm – Hands on training and instructions in computer lab

Afternoon Session Agenda

12:30pm-Registration and Networking

1:00pm-4:00pm-Hands on training and instructions in computer lab

Registration is by voucher. Member \$55.00 Non-Member \$75.00

- Visit www.njslom.org and click on *Services*
- Select *Calendar of Events*, Go to the date you are attending
- Download the registration form, complete and fax it to (609) 695-0151

Questions about registering – contact Suzanne Delany SDelany@njslom.com or 609-695-3481 ext. 111.

CEU's – CMFO/CCFO-1.5 Office Management and Information Technology; CTC-1.5 General/Secondary and Information

Technology;CPWM-1.5 Government and Information Technology;RMC-1.5 for Records and Information Technology;
RPPO/RPPS -4.0 Credits for in Office Management/Supervision.

New Jersey League of Municipalities
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609-695-3481

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