

**ADMINISTRATIVE PERSONNEL ASSOCIATION, INC.
ANNUAL REGIONAL REPORT**

REGION: Northeast, Date: October 10, 2009

Please use this form for information/corrections. This will be helpful in keeping our records up-to-date.

Regional Officer Information:

Officer/Name/Email/Phone #	Address	Term of Office
President Meredith Matlock Email: mmatlock@fpcweb.org (W) 732.491.2301	First Presbyterian Church 270 Woodbridge Avenue Metuchen NJ 08840-2037 Fax 732.491.2320	Term: 10/08 to 10/10
Past President Nancy Owens Email: nowens1019@aol.com (W) 570.586.6306	First Presbyterian Church 300 School Street Clarks Summit, PA 18411 Fax: 570.587.3784	Term: 10/08 to 10/10
President Elect/Standing Rules Ruth Mikalonis Email: ruthcapc@yahoo.com (W) 908.756.2468	Crescent Ave. Presbyterian Church 716 Watchung Avenue Plainfield, NJ 07060 Fax: 908.756.3158	Term: 10/08 to 10/10
Secretary Cindy Hall Email: office2@flempres.org (W) 908.782.3227	Flemington Presbyterian Church 10 East Main Street Flemington, NJ 08822 Fax. 908.782.5513	Term 10/09 to 10/11
Treasurer June Nicora Email: jjnic@optonline.net (W) 732.566.2663	First Presbyterian Church 883 State Route 34 Aberdeen, NJ 07747 Fax: 732.583.8865	Term 10/09 to 10/11
Certification Vacant - Chair	Cindy Cyr (Medical Leave) <i>(pending resignation)</i>	Term 10/06 to 10/10
Paula Terrell Vice Chair-Certification Email: pterrell@synodne.org (W) 315.446.5990 Ext. 213	Synod of the Northeast 5811 Heritage Landing Drive East Syracuse, NY 13057 Fax 315.446.3708	Term 3/09 to 10/10
Membership Carol Palmer Email: avenelpres@verizon.net (W) 732.634.1631	Avenel Presbyterian Church 631 East Woodbridge Avenue Avenel, NJ 07001 Fax: 732.634.1291	Term: 10/08 to 10/11

CERTIFICATION

Level 1: Sara Burke, Kathleen Davenport, Maha Faragalla, Ingrid Hammond, Paula Terrell
Level 1 recipients at 2009 National Conference – Orlando, FL

Level 2: Pam Garner – ***received at Regional Conference – Lancaster, PA – 10/10/09***
Presbytery Southern New England, 123 Elm St., #200, Old Saybrook, CT 06475

Level 3: Susan Harmon – ***received at Regional Conference – Lancaster, PA – 10/10/09***
First Presbyterian Church, 270 Woodbridge Avenue, Metuchen, NJ 08840

MEMBERSHIP

Name/Other Changes

Please add Mary Anne Allen back to the APA Northeast Region list. She has been omitted from the summary in error – she is still valid Life Member.

Mary Ann Allen Retired -- Life Member
618 Young Farm Road, West Danville, VT 05873
E-mail: allensvermont@gmail.com Home Tel. 802-563-2575

New Life Members: (Name, new address, phone, email)

Barbara Lyon, 148 Stephensburg Road, Port Murray, NJ 07865 (H) 908-850-1909
Email: Barbara@lyonden.us

***Remove from list:**

Judy Greeley
Melanie Tripp
Vanessa Warren

Send Report to: Theresa Wright, APA Office, 1201 W Wall, Midland, TX 79701-6619
email: apa-office@tresrios.org

APA Webmaster – Jennifer Mulhall
2027 Crystal Drive, LaGrange, KY 40031
Email: jndmulhall@gmail.com

National Certification Chair – Judy Franconi
Presbytery of Denver 1710 S. Grant St, Denver, CO 80210-3120
Email: judy@denpres.org

National Membership Chair – Terence Whitehead
Presbytery of New Hope, 2309 Sunset Ave, Rocky Mount, NC 27804
Email: twhitehead@nhpresbytery.org

Within two weeks of the end of your regional conference, the **Regional President, Certification Chair and Membership Chair** should each complete this form and send to the National Office Manager, APA Webmaster, National Certification Chair and National Membership Chair.

MEETING MINUTES
ADMINISTRATIVE PERSONNEL ASSOCIATION
NORTHEAST REGIONAL CONFERENCE
SATURDAY, OCTOBER 4, 2008

President Nancy Owens called the meeting to order in N. Sutton, NH at the Follansbee Inn at 6:30 p.m. welcoming all and offering prayer.

The minutes of the October 13, 2007 meeting were approved without exception.

Members in attendance were: Norma Biron, Sara Burke, Lindsay Crosby, Cindy Cyr, Pam Garner, Cindy Hall, Sue Harmon, Merry Matlock, Denise McGough, Ruth Mikalonis, June Nicora, Nancy Owens, Carol Palmer, June Poliseno, Laura Stubaus, and Aggie Walker.

President's Report

Nancy Owens thanked the Executive Board and passed out pumpkin decorations. June Poliseno was thanked by all for her graciousness and hospitality for this retreat.

Correspondence

Nancy reported that we had sent a memorial gift in honor of Carol McGinn's father who passed away this past summer. A thank you was received.

Treasurer's Report

Sue Harmon presented the 2009 proposed budget which was less than the 2008 budget. Dues income was more but some deletions for proposed dues will be forthcoming. On the expense side we won't have expenses for the President Elect this year. The amount of \$150 was added to the fundraising line for this year. It was MSV to receive the budget.

Reports of the Standing Committees:

Certification Chair: Certificates were presented for completion of Level I to Cindy Cyr, Cindy Hall and Carol Palmer. Ruth Mikalonis received her certification for Level II, and Lindsay Crosby received her certification for Level III.

Fundraising: Ruth Mikalonis reported that Barbara Lyon is starting a laser engraving business and has provided some nice items for fundraising some of which made it to National and sold well. Ruth thinks we should either take orders and mail or deliver items at Princeton. The Buffalo: auction made \$227, sales were \$97. The National raffle netted us \$50 with \$190 in sales (mostly Barbara's items).

Long Range Planning: Laura Stubaus reported for Jan Tyson. Lancaster is scheduled at the Eden Resort for the first weekend in October 2009. A deposit has been sent in. The Northeast Region will be the host for National in 2010 which will be held in Niagara Falls July 14-18, 2010. A sign up sheet was passed around giving folks a chance to choose which areas they wanted to work on.

Membership: Carol Palmer reported 7 new members have joined: Norma Biron, Gee Clarke, Donna Cook, Maha Faragalla, Renee Perry, Rennie (Urenna) Rhodes, and Louise Wasko. Nine members have dues in arrears. The Executive Board voted to delete from membership Diana DelGross, Maureen Franzen, Alice Goodall, Ardie Midgett, Rosalie Maiden, Claire DiMarco (deceased).

Nominating: Merry Matlock presented nominations for Ruth Mikalonis as President-Elect and Cindy Hall as Secretary. There were no nominations from the floor. Both Ruth and Cindy were elected unanimously. Lindsay Crosby proceeded with the installation of officers who all believe they've been called to this important work of the church and responded affirmatively (without scruples) to the installation questions: Merry Matlock, President; Ruth Mikalonis, President-Elect, and Cindy Hall as Secretary. Lindsay concluded the installation with prayer. Applause followed.

Scholarship: Carol McGinn's report from our packets was referred to. The report indicates one

scholarship request was approved for \$35 for Princeton and two totaling \$150 were approved for this event. The balance in scholarship is \$2,621.

Old Business:

We had extended discussion regarding the number of attendees at our conferences and deduced that it seemed wise to explore whether the Spring and Fall conferences were both necessary. We're not getting the numbers to break even. We need to get our brochures out early for events, i.e. preferably by May for October events. It was MSV to have only one event in 2009 at Lancaster (as we are already committed). In 2010 we will have National in July in Niagara Falls. We'll need to discuss whether October or April is better for numbers and where.

New Business:

Pam Garner brought up the loss of money on guaranteed rooms. June Poliseno ended up paying for relatives to stay at the Inn so that APA would not incur a loss. We MSV to reimburse June for her expenses related to guaranteed rooms as we felt this set up a poor example for future hosts.

Nancy bestowed the symbols of the office upon Merry as Merry briefly gave her appreciation of APA. Merry thanked Nancy Owens for her time as President and presented her with a journal from her APA sisters as well as a gift for her office.

The meeting was adjourned at 7:20 p.m. with prayer for all, but especially:

- Carol's mother-in-law who just had hip surgery
- Norma's son Ben who will be deploying to Afghanistan
- Aggie's two sons who serve in Japan and Afghanistan
- June Nicora's son-in-law serving in Iraq
- Denise's sister, Laura, diagnosed with a brain tumor
- Maureen Fransen, a former APA member, who left her job, lost her sister, and has health issues.

Respectfully submitted,

Pam Garner
Secretary Pro-Tem