

**MONMOUTH MUNICIPAL JOINT INSURANCE FUND  
(hereafter the "FUND")**

**ESTABLISHING PUBLIC MEETING PROCEDURES**

WHEREAS, the FUND must establish meeting procedures for Fund Year 2023, and

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the FUND that:

- I. The Governing Body shall conduct Public Meetings during the year 2023 as follows: 1:30 PM via Zoom on the second Thursday of January, March, May, July, September, October, November, and December to conduct the official business of the FUND. *(Meeting Format Subject to Change)*
- II. In addition, **the Monmouth Municipal Joint Insurance Fund Claims Committee** will meet via Zoom on the Monday before the second Thursday at 9:30 AM in the months of **February, April, June, and August**. *(Meeting Format Subject to Change)*
- III. **The Monmouth Municipal Joint Insurance Fund Claims Committee** will meet via Zoom on the second Thursday of every month at 12:15 PM in the months **January, March, May, July, September, October, November, and December**. *(Meeting Format Subject to Change)*
- IV. Each Public Comments session is limited to thirty (30) minutes; any one person may address the Chairperson for a maximum of five (5) minutes; once a particular topic has been addressed by a member of the public, subsequent comments on that same topic by other people is limited to a maximum of two (2) minutes; citizens who have spoken once during the session will not be recognized a second time; and speakers are required to state their names and addresses.
- V. The following is hereby designated the official newspaper (s) of the Fund:  
**The Asbury Park Press**, Neptune, New Jersey , and [www.MonmouthJIF.org](http://www.MonmouthJIF.org)
- VI. The FUND Secretary or designated assistant shall provide notice of any and all meetings, including special or emergency meetings, to each official newspaper and shall issue all official notices required to be published in at least one of the official newspapers.

**ADOPTED:** *this day by the Governing Body;*