



**CHRIS CHRISTIE**  
Governor

# New Jersey Office of the Attorney General

Division of Consumer Affairs  
State Board of Professional Planners  
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## New Jersey State Board of Professional Planners Public Session Minutes

**SHARON M. JOYCE**  
Acting Director

**April 7, 2010**

**Mailing Address:**  
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### 1. CALL TO ORDER

A meeting of the Board of Professional Planners was convened in accordance with the provisions of the Open Public Meetings Act. In accordance with these provisions, proper notice was made to the Secretary of State, the Newark Star-Ledger, the Trenton Times, the Camden Courier-Post, the Bergen Record, and Asbury Press. President, Victor E. Vinegra opened the meeting at 10:00 a.m.

Present: Victor E. Vinegra , PE, PP, Board President  
Joseph M. Petrongolo, LLA, RLA, PP, Board Member  
Marge Della Vecchia, PP, Government Member  
Rosalee Keech, Public Member

Absent: Richard R. Ragan, Board Vice-President

**OTHER PRESENT:** Arthur Russo, Executive Director, Michelle Albertson, Deputy Attorney General, Joseph Grabowy, Assistant to the Executive Director, and Cora M. Ramirez, Board staff.

### 2. APPROVAL OF MINUTES

March 3, 2010

The Board reviewed the minutes of March 3, 2010 and on a motion by BM Petrongolo, second by BM Della Vecchia, voted to approve the minutes as submitted.

### 3. EXECUTIVE DIRECTOR REPORT

ED Russo stated that the State office will be moving to a new location in Newark, NJ, in the near future.

Executive Director Russo mentioned that all paper copies of Board applications and other Board documents will be electronically scanned according to the Divisions' roll-out schedule.

**4. NEW BUSINESS**

- a. The Board met with Darlene Kane, Budget Officer, and reviewed the 1<sup>st</sup> half of its 2010 Budget Report. BP Vinegra mentioned the possible of lowering its biennial license fees, but was informed by Ms. Kane that there would not be a credit for the licensure fees during the next biennial cycle due to the uncertain cost of future scanning expenses. However, credit for subsequent biennial periods would be considered going forward.
- b. On a motion by BM Della Vecchia, second by BM Petrongolo, the Board voted to move to Executive Session for the purpose of completing the Executive Session Agenda.
- c. The names of all the applicants approved to sit for the examination were listed.

**5. OLD BUSINESS**

- a. Discussion on the replacement and payment Professional Seals was tabled for the June 3, 2010 meeting.

**6. MOVE TO EXECUTIVE SESSION**

On a motion BM Della Vecchia, second by BM Petrongolo, the Board voted to enter Executive Session for the purpose of completing the Executive Session Agenda.

**7. MOVE TO PUBLIC SESSION**

On a motion contained in Executive Session the Board moved into public Session for the purpose of adjourning the meeting.

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**Approved by:**

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Victor E. Vinegra, PE, PP, President

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Arthur Russo, Executive Director