

**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND**

9 Campus Drive, Suite 216

Parsippany, NJ 07054

Telephone (201) 881-7632

**BULLETIN MEL 25-20**

**Date:** January 1, 2025  
**To:** Fund Commissioners of Member Joint Insurance Funds  
**From:** MEL Underwriting Manager, Conner Strong & Buckelew  
**Re:** MEL Underwriting Manager Team

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Please find below the MEL Underwriting Team and its annual calendar.

If you have any questions concerning this bulletin, please contact your Risk Management Consultant, JIF Executive Director or the Underwriting Manager.

cc: Risk Management Consultants  
Fund Professionals  
Fund Executive Directors

**Edward J. Cooney, MBA, CCIC**  
Partner, Senior Account Executive  
MEL Underwriting Manager  
Email: [ecooney@connerstrong.com](mailto:ecooney@connerstrong.com)  
Phone: (973) 659-6424

**Timothy J. Gosnear, CPCU, AU**  
Executive Partner  
Managing Director  
Email: [tgosnear@connerstrong.com](mailto:tgosnear@connerstrong.com)  
Phone: (856) 479-2144

**Jonathon Tavares**  
Associate Account Executive, Deputy Underwriting Manager  
Email: [jtavares@connerstrong.com](mailto:jtavares@connerstrong.com)  
Phone: (856) 614 – 4493

**Francine Pipito**  
Technical Assistant  
Email: [fpipito@connerstrong.com](mailto:fpipito@connerstrong.com)  
Phone: (856) 446-9262

**Rachel Perry**  
Account Manager  
Email: [rperry@connerstrong.com](mailto:rperry@connerstrong.com)  
Phone: (856) 479-2128

**Muhammad Hernandez**  
Account Analyst  
Email: [mahernandez@connerstrong.com](mailto:mahernandez@connerstrong.com)  
Phone: (856) 446-9284

**William Ward**  
Account Analyst  
Email: [wward@connerstrong.com](mailto:wward@connerstrong.com)  
Phone: (856) 288-1202

9 Campus Drive, Suite 216  
Parsippany, NJ 07054

TRIAD 1828 CENTRE, 2 Cooper Street  
Camden, NJ 08102  
Mailing: P.O. Box 99106

# Holiday Schedule

<b>New Year's Day</b>	<b>Wednesday, January 1, 2025</b>
<b>Martin Luther King Day</b>	<b>Monday, January 20, 2025</b>
<b>President's Day</b>	<b>Monday, February 17, 2025</b>
<b>Memorial Day</b>	<b>Monday, May 26, 2025</b>
<b>Juneteenth</b>	<b>Thursday, June 19, 2025</b>
<b>Independence Day</b>	<b>Friday, July 4, 2025</b>
<b>Labor Day</b>	<b>Monday, September 1, 2025</b>
<b>Thanksgiving</b>	<b>Thursday, November 27, 2025</b>
<b>Day after Thanksgiving</b>	<b>Friday, November 28, 2025</b>
<b>Christmas</b>	<b>Thursday, December 25, 2025</b>
<b>*Day after Christmas</b>	<b>Friday, December 26, 2025</b>

**Due to early office closings we have 2+ additional days off**

- **Friday, April 18, 2025**                      **2:00pm Closing**
- **Friday, May 23, 2025**                      **2:00pm Closing**
- **Thursday, July 3, 2025**                      **2:00pm Closing**
- **Friday, August 29, 2025**                      **2:00pm Closing**
- **Wednesday, November 26, 2025**                      **2:00pm Closing**
- **Wednesday, December 24, 2025**                      **2:00pm Closing**
- **Wednesday, December 31, 2025**                      **2:00pm Closing**

**Please modify your lunch times on these days.**