**Board Secretary/Minute Taker:** The Essex Regional Retirement Board is seeking a Board Secretary/Minute Taker who will be responsible for recording and drafting the minutes of meetings of the Essex Regional Retirement Board and Advisory Council. This position pays a stipend of $250 per meeting. A full position description is available on the News and Announcements page of the retirement system website, [www.essexregional.com](http://www.essexregional.com). Please email your resume and a copy of a recent example of meeting minutes you drafted to Charles E. Kostro, Executive Director, Essex Regional Retirement System, at ckostro@essexrrs.org. This position will remain open until filled.