



INVOICE NO. 539

5.11.2025

**BILL TO**

Attn: Mr. Brian Hofmeister, Esq.  
Members Health Plan NJ  
3131 Princeton Pike  
Building 5 Suite 110  
Lawrenceville, NJ 08648

**REMIT PAYMENT TO:**

**Concord Management Resources LLC**  
Attn: John J. McSorley, President & CEO  
P.O. Box 369  
Chester, NJ 08873

For Billing questions please call (908) 293-6101 or email [jmcSorley@concordmgt.com](mailto:jmcSorley@concordmgt.com)

DATE	STAFF	DESCRIPTION	HOURS
4/7/2025	JM	REVIEW OF BRAINBUILDERS TRANSCRIPTS	1.75
4/8/2025	JM	Tax payment mailings with DC, Discuss distribution file approach	1.00
4/10/2025	JM	Accounting posting and reconciliations, distribution file approach	3.00
4/14/2025	JM	Team conference call to discuss assorted APEMT issues and email follow ups, prep for Brainbuilders meeting	1.00
4/16/2025	JM	BrainBuilders meeting with team, Accounting posting and reconciliations	4.00
4/22/2025	JM	Distribution strategy session	0.50
4/28/2025	JM	Team conference call to discuss assorted APEMT issues and email follow ups	1.50
4/30/2025	JM	Discuss Bank of America account issue	1.40
4/1/2025	DC	Team conference call to discuss assorted APEMT issues and email follow ups	0.25
4/2/2025	DC	Review emails	0.25
4/7/2025	DC	Team conference call to discuss assorted APEMT issues and email follow ups , Review Brainbuilders transcript	1.20
4/8/2025	DC	Coordinate and Mail taxes/deposit checks/Internal call	0.75
4/9/2025	DC	Call with Trustee Professional/review and send various emails	0.20
4/10/2025	DC	Review refund structure	1.50
4/11/2025	DC	Data review for Mitnick / Call with Trustee on BB	1.25



4/14/2025	DC	Team conference call to discuss assorted APEMT issues and email follow ups /internal call to discuss BB/Collection of files	1.20
4/15/2025	DC	Review various emails and respond	0.25
4/16/2025	DC	BB Meeting in Basking Ridge/Travel	3.50
4/17/2025	DC	Pull data for BB/Aetna monthly call/Call with Trustee professional	1.40
4/21/2025	DC	Team conference call to discuss assorted APEMT issues and email follow ups /call with Aetna/follow up emails/Call with Mitnick	1.25
4/22/2025	DC	Review of BB filings	1.50
4/24/2025	DC	Review emails related to Aetna and various others/Invoice mailings	0.75
4/25/2025	DC	Internal mtg on collection file clean up	1.00
4/28/2025	DC	Team conference call to discuss assorted APEMT issues and email follow ups	1.50
4/29/2025	DC	Review and send multiple emails/Call with Aetna	0.40
4/2/2025	BG	Reviewed Communications and documents related to APEMT	0.25
4/3/2025	BG	Reviewed Communications and documents related to APEMT	0.75
4/7/2025	BG	Team conference call to discuss assorted APEMT issues	0.40
4/7/2025	BG	Reviewed Communications and documents related to APEMT	0.50
4/10/2025	BG	Reviewed Communications and documents related to APEMT	1.00
4/11/2025	BG	Team conference call to discuss assorted APEMT issues	0.75
4/14/2025	BG	Team conference call to discuss assorted APEMT issues	0.60
4/14/2025	BG	Reviewed Communications and documents related to APEMT	1.25
4/15/2025	BG	Reviewed Communications and documents related to APEMT	0.75
4/16/2025	BG	Team conference call to discuss assorted APEMT issues	1.50
4/17/2025	BG	Reviewed Communications and documents related to APEMT	0.40



4/18/2025	BG	Reviewed Communications and documents related to APEMT	0.50
4/21/2025	BG	Team conference call to discuss assorted APEMT issues	1.00
4/21/2025	BG	Reviewed Communications and documents related to APEMT	0.25
4/22/2025	BG	Reviewed Communications and documents related to APEMT	0.75
4/28/2025	BG	Team conference call to discuss assorted APEMT issues	0.50
4/28/2025	BG	Reviewed Communications and documents related to APEMT	.075
4/29/2025	BG	Reviewed Communications and documents related to APEMT	0.50
4/30/2025	BG	Reviewed Communications and documents related to APEMT	0.25
4/15/2025	VS	Uploaded invoices on website	0.50

TOTAL HOURS 45.45

TOTAL PROFESSIONAL SERVICES \$27,070.00

Reviewed and Approved for Payment

#### SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Hours	Rate	Total
John J. McSorley	JM Member/CEO	14.15	600.00	\$ 8,490.00
Dawn Clessuras	DC Member/COO	18.15	600.00	\$ 10,890.00
Bridget Gielis	BG Member EVP Sales/Marketing	12.65	600.00	\$ 7,590.00
Valerie Seto	VS Sr. Director Client Operations	0.50	200.00	\$ 100.00
<b>TOTALS</b>		<b>45.45</b>		<b>\$27,070.00</b>

Reviewed and Approved for Payment

#### OUT-OF-POCKET EXPENSES

04/14/2025 – Constant Contact Monthly	\$ 463.00
04/09/2025 – Postage costs IRS Mailing	\$ 33.68
<b>Total OUT-OF-POCKET Expenses</b>	<b>\$ 496.68</b>

Reviewed and Approved for Payment

**Total Due this Invoice by 06/04/2025 \$ 27,566.68**

Reviewed and Approved for Payment

**From:** [Dawn Clessuras](#)  
**To:** [John McSorley](#)  
**Subject:** FW: EXTERNAL: Constant Contact Payment Receipt for Bridget Gielis  
**Date:** Monday, April 14, 2025 10:10:26 AM

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FYI

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**Dawn Clessuras**

Chief Operating Officer  
Concord Management Resources

**PLEASE NOTE ADDRESS CHANGE**

**M:** PO Box 369, Chester, NJ 07930

**A:** 90 Washington Valley Road - #1338, Bedminster, NJ 07921

**P:** 908.293.6103 **F:** 908.293.6099 **M:** 908.285.0458

**E:** [dclessuras@concordmgt.com](mailto:dclessuras@concordmgt.com) **W:** [www.concordmgt.com](http://www.concordmgt.com)

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**From:** Constant Contact Billing <[notification@constantcontact.com](mailto:notification@constantcontact.com)>  
**Sent:** Monday, April 14, 2025 3:05 AM  
**To:** Dawn Clessuras <[dclessuras@concordmgt.com](mailto:dclessuras@concordmgt.com)>  
**Subject:** EXTERNAL: Constant Contact Payment Receipt for Bridget Gielis

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Payment Receipt for April 14, 2025

Thank you for your recent payment. Your payment receipt is found below.

Attention: Bridget Gielis

Concord Management Resources

1 Mill Ridge Lane

Suite 100

Chester, NJ 07930

US

9082936103

**User Name:** [newasales@concordmgt.com](mailto:newasales@concordmgt.com)

**Today's Date:** April 14, 2025

**Payment Date:** April 14, 2025

**Payment Method:** VI (last 4 digits: 4011)

**Amount:** \$463.00 Reviewed and Approved for Payment

Thank you for your payment!

Amounts shown may reflect sales tax which is applicable in certain areas.

You can view payment receipts at any time in the Billing tab of your account.

*Important Notice: To help maintain Constant Contact's strong sending reputation, we have implemented a monthly email send allowance and overage fee if the allowance is exceeded. This charge will be reflected on your next invoice, if you exceed the allowance. While most of our customers won't be impacted, [click here](#) to learn more.*

We appreciate your business.

Best Regards,

Constant Contact Billing

1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Questions? [Please give us a call!](#)

US / Canada Toll Free: [\(855\) 229-5506](tel:(855)229-5506)

UK Toll Free: [0808-234-0942](tel:0808-234-0942)

Outside US / Canada: [0808-234-0945](tel:0808-234-0945)

Need to cancel your account? Just give us a call!

US / Canada Toll Free: 855-229-5506

UK Toll Free: 0808-234-0945

Outside US / Canada: +1 781-472-8120

Please do not reply to this email, as the reply address does not go to a monitored mailbox. If you have additional questions, please visit our Help Center at <https://www.constantcontact.com/help>.

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Total 9589 0710 5270 2815 5203 29 \$5.58  
First-Class Mail® 1 \$0.73  
Letter  
Kansas City, MO 64999  
Weight: 0 lb 0.30 oz  
Estimated Delivery Date  
Tue 04/15/2025  
Certified Mail® \$4.85  
Tracking #:  
9589 0710 5270 2815 5203 12  
Total \$5.58

~~Crate 1.65x800 2 \$3.99 \$7.98~~  
First-Class Mail® 1 \$0.73  
Letter

Kansas City, MO 64999  
Weight: 0 lb 0.30 oz  
Estimated Delivery Date  
Tue 04/15/2025  
Certified Mail® \$4.85  
Tracking #:  
9589 0710 5270 2815 5203 05  
Total \$5.58

First-Class Mail® 1 \$0.73  
Letter  
Trenton, NJ 08646  
Weight: 0 lb 0.40 oz  
Estimated Delivery Date  
Fri 04/11/2025  
Certified Mail® \$4.85  
Tracking #:  
9589 0710 5270 2815 5202 99  
Total \$5.58

First-Class Mail® 1 \$0.73  
Letter  
Trenton, NJ 08646  
Weight: 0 lb 0.40 oz  
Estimated Delivery Date  
Fri 04/11/2025  
Certified Mail® \$4.85  
Tracking #:  
9589 0710 5270 2815 5202 82  
Total \$5.58

First-Class Mail® 1 \$0.73  
Letter  
Trenton, NJ 08646  
Weight: 0 lb 0.40 oz  
Estimated Delivery Date  
Fri 04/11/2025  
Certified Mail® \$4.85  
Tracking #:  
9589 0710 5270 2815 5202 75  
Total \$5.58

Grand Total: \$41.46

Credit Card Remit \$41.46

Card Name: VISA - 7.78

Account #: XXXXXXXXXXXX9309

Approval #: 05036G

Transaction #: 950

AID: A0000000031010 Contactless

AL: VISA CRE  
Reviewed and Approved for Payment

Text your tracking number to 28777 (2USPS)  
to get the latest status. Standard Message  
and Data rates may apply. You may also  
visit [www.usps.com](http://www.usps.com) USPS Tracking or call  
1-800-222-1811.

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