

**MINUTES**  
**Michigan Association of Municipal Clerks**  
**Board of Directors Meeting**  
**September 18, 2008**

A meeting of the Board of Director's of the Michigan Association of Municipal Clerks' was held Wednesday, September 18, 2008 via Teleconference.

**1. Call to Order:**

President Ulrich called the meeting to order at 1:10 PM.

**2. Roll Call:**

Present: Ann Ulrich, Todd Blake, Evan Hope, Nancy Weiss, Betty Kennedy, Carolyn Boersma, Chris Swope, Dan Kasunic, Sue Hillebrand, Laura Caterina, Joel Hondorp

Absent: Jeff Hawkins

**3. Approval of Agenda:**

Motion by Hillebrand, support by Weiss to accept the agenda as written. The vote was unanimous.

**4. Minutes Review/Approval:**

**a. August 20, 2008 & June 10, 2008**

Motion by Swope, support by Caterina to accept the minutes as written. The vote was unanimous.

**b. Conflict of Interest forms:**

Carolyn had received most of the forms. There are still a few that need to be returned.

**5. Treasurer's Report/Approval:**

**a. August Financial Report**

Motion by Blake, support by Muscott to receive the August Financial Report. The vote was unanimous.

Motion by Swope, support by Weiss to amend the budget as presented. The vote was unanimous.

**6. Committee Reports:**

**a. President**

**i. Excuse absent Board Members: Hawkins**

Motion by Hillebrand, support by Caterina to excuse the absent Board member. The vote was unanimous.

**ii. Hanging Fire File**

At a previous meeting, President Ulrich handed out a list of assignments for the Board members with due dates.

**iii. MAMC Board Administrator**

Todd Blake has done some research on the issue and will continue to fact find. Nancy Weiss requested that it be on record that she is against hiring an Administrator at this time. Several Directors would like the past presidents to come to the November meeting to share their thoughts and the reasoning behind hiring an Administrator.

**iv. MTA Meeting Room**

The January General Meeting of the MAMC members will be held in conjunction with the Michigan Township Association (MTA) Annual Conference in Detroit. The meeting will be held on January 27<sup>th</sup>, from 12:00pm to 1:30pm. This year the quest speaker will be Bill Zaagman.

**v. Standing Rule SR-27-28**

A draft will be available at the next meeting.

**b. Past President**

**i. Site selection**

A meeting will be held after the November election.

**c. CEO**

**i. Legislator reception – March 2009**

The reception will be held the last week in March if possible.

**ii. Proactive List**

**d. Legislative**

**i. Bill Matrix**

Topics discussed included the November General Election and the No Reason Absent Voter Bill.

**ii. Late Summer 2008 Newsletter**

The newsletter was made available at the September Membership meeting.

**e. Website/ Newsletter**

The website has been updated. The restricted pages have caused a few unforeseen issues. To have the web host reverse the members only pages will cost \$ 345.00.

Motion by Hillebrand, support by Hondorp to reverse the members only sites. The vote was unanimous.

**f. Membership**

One new membership was received in the last month.

**g. Ways & Means**

Standing Rules are being worked on.

**h. Education**

The Master class was well attended. The 2009 Institute is almost finalized. The Masters Academy frame work is set.

**i. Conference**

No report

**j. Old Business – None**

**k. New Business - None**

**l. Adjourn**

Motion by Hondorp, support by Kasunic to adjourn the meeting at 2:38pm. The vote was unanimous.

Respectfully submitted,

H. Carolyn Boersma,  
MAMC Director Secretary