

**MINUTES**  
**Michigan Association of Municipal Clerks**  
**Board of Directors Meeting**  
**November 19, 2008**

A meeting of the Board of Director's of the Michigan Association of Municipal Clerks' was held Wednesday, November 19, 2008 at Delta Charter Township.

**1. Call to Order:**

President Ulrich called the meeting to order at 1:00pm.

**2. Roll Call:**

Present: Ann Ulrich, Nancy Weiss, Betty Kennedy, Carolyn Boersma, Chris Swope, Dan Kasunic, Sue Hillebrand, Jeff Hawkins, Joel Hondorp, Laura Caterina

Absent: Todd Blake, Evan Hope

**3. Approval of Agenda: Board**

Motion by Hillebrand, support by Weiss to approve the agenda with the addition of **k 2a.** February IIMC Region 5 meeting— silent auction door prize and **k2b.** December 2010 IIMC Region 5 meeting. With a unanimous vote the motion carried.

**4. Minutes Review/Approval: Carolyn**

**a. September 18, 2008**

Motion by Hillebrand, support by Swope to approve the minutes as written. With a unanimous vote the motion carried.

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

**a. October Financial Report**

Motion by Boersma, support by Swope to receive the October Financial Report. With a unanimous vote the motion carried.

**6. Committee Reports:**

**a. President - Ann**

**i. Excuse absent Board Members: Todd Blake, Evan Hope**

Motion by Swope, support by Hillebrand to excuse the absent Board members. With a unanimous vote the motion carried.

**ii. Hanging Fire File**

The needed corrections were made to the hanging fire file.

**iii. Bill Zaagman 60/40 Contract**

Bill Zaagman is the lobbyist contracted by the County Clerks Assc. and the MAMC. The MAMC is responsible for 40% of that contract. The renewal of the contract is 2010 at which time the MAMC will be asked for our share of an increase of \$3,000.00.

Motion by Hawkins, support by Caterina to approve the \$1,200.00 increase for the new contract to be executed in 2010. The motion carried unanimously.

**iv. List of newly elected Clerk's.**

President Ulrich asked the Board members to help contact the various Counties in the State to aguirre the names of all the new Clerks.

**Board Updates:**

**b. Past Presidents - Dana**

**i. MAMC- Board Administrator** – no report

**c. CEO - Todd**

**i. Legislator reception – March 2009**

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

**ii. Proactive List**

**d. Legislative – Evan**

No report

**e. Website/ Newsletter - Nancy**

**i. Website Update** – Has been updated

**ii. Winter 2008 Newsletter**

The information for the newsletter is due November 30.

Standing Rule 37 needs to be corrected. It mentions e-news and should be changed to website/listserv.

**f. Membership - Chris**

Information will be sent out for 2009 membership. The fee will remain the same.

**g. Ways & Means - Sue**

A nomination letter and timeline for the Clerk of the Year award will be sent to all Municipalities.

**h. Education – Joel& Laura**

The scholarship program needs to be looked at for possible changes.

The Masters Academy dates were changed to March 17, 18, and 19.

The Clerks Institute will be held the week of March 9.

The date of the Annual Education Day has yet to be determined.

The Benders' contract is up for renewal in 2010. Lou and Mary are willing to consider another 3 year contract.

**i. Conference – Jeff & Dan**

The theme for the 2009 Conference will be Basic Training.

The Region V IIMC meeting will be hopefully in G.R.in December 2009

**j. Old Business – None**

**k. New Business**

**i. SR12 Discussion**

Board member Weiss asked to have SR12 which addresses the stipend that the President, Treasurer and Secretary receives, be looked at for possible changes.

**ii. 2009-Region V**

- a. Motion by Weiss, support by Boersma to approve the expenditure of \$100.00 for a gift for the silent auction at the IIMC Region V Conference in Ohio. The motion carried unanimously.
- b. It is Michigan's turn to host the Region V Conference in December of 2009. Dan Kasunic can ask Kathy Dornan about the date and how to proceed.

**l. Adjourn**

Motion by Weiss, support by Swope to adjourn the meeting at 3:18pm. With a unanimous vote the motion carried.

Respectfully submitted,

H. Carolyn Boersma,  
MAMC Director Secretary