

MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
July 8, 2009

A meeting of the Board of Director's of the Michigan Association of Municipal Clerk's was held via teleconference.

1. Call to Order

President Blake called the meeting to order at 1:00 PM.

2. Roll Call:

President – Todd Blake

1st Vice President – Evan Hope

2nd Vice President – Nancy Weiss - Absent

3rd Vice President – Jeff Hawkins

Treasurer – Betty Kennedy

Secretary – Carolyn Boersma

Conference Chair – Dan Kasunic

Conference Co-Chair – Chris Swope

Education Chair – Joel Hondorp

Education Co-Chair – Cherilynn Tallman – Absent

Membership –

Ways & Means – Sue Hillebrand - Absent

Past President – Ann Ulrich

3. Approval of Agenda - Board

Motion by Ulrich, support by Kennedy to approve the agenda as written. The motion carried unanimously.

4. Minutes Review/Approval - Carolyn

a. June 15, 2009 - **Motion** by Hondorp, support by Hawkins to approve the June 15, 2009 minutes as written. The motion carried unanimously.

5. Excuse Absent Board Members

Motion by Kennedy, support by Ulrich to excuse Nancy Weiss, Sue Hillebrand, and Cherilynn Tallman from the Board meeting. The motion carried unanimously.

6. Accept 2nd Vice President Nancy Weiss' Request to step down from her position.

Motion by Swope, support by Kasunic to accept the request. The motion carried unanimously.

7. Confirm 3rd Vice President Jeff Hawkins Succession to 2nd Vice President Position

Jeff Hawkins abstained from the discussion and vote.

Motion by Swope, support by Hope to approve Jeff Hawkins succession to 2nd VP. The motion carried unanimously.

8. Appoint Nancy Weiss to 3rd Vice President Position

Motion by Kennedy, support by Hope to appoint Nancy Weiss to the 3rd VP position. The motion carried unanimously.

9. Appoint Terry Bennett to Vacant Membership Director Position for Remaining 1 YR Term
Motion by Hawkins, support by Swope to appoint Terry Bennett to the open Board seat. The motion carried unanimously.

10. Request for Refund of Conference and Institute Registrations

Institute: Aileen Bittner, Troy Deputy City Clerk

Conference: Diane Peplinski, Rich Twp
Janice Winn, St. Clair City Clerk
Dawn Bublitz, Bangor Twp Deputy Clerk
Kim Irvine, St Clair Shores Deputy City Clerk
Felicia Rutledge, Pittsfield Twp Deputy Clerk

This topic had been discussed at several meetings and the Board had a consensus at the June 15 meeting to adhere to SR 17 which states that no refunds shall be given within a 14 day time frame leading up to the event because costs had been incurred on behalf of all registrants.

Motion by Boersma, support by Hawkins to deny all requests for a refund based on the reasons stated. With a unanimous vote the motion carried.

11. Old Business

a. IRS Letter/ Attorney Response – The IRS had asked Todd for more information pertaining to the 501c3 status request. Todd had asked the Board to authorize him to respond.

Motion by Ulrich, support by Hawkins to authorize the President to respond to the IRS follow-up letter pertaining to the 501c3 status request. The motion carried unanimously.

12. New Business

Approve funding for Planning Facilitator – **Motion** by Hope, support by Hondorp to approve the expenditure of not to exceed \$50.00 to purchase a gift for the Benders as a thank you for facilitating the planning session. With a unanimous vote the motion carried.

13. Adjourn

The meeting adjourned at 1:25pm with a motion by Ulrich and support by Hawkins which passed unanimously.

Respectfully submitted,

H. Carolyn Boersma,
MAMC Secretary