

MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
October 21, 2009

A meeting of the Board of Director's of the Michigan Association of Municipal Clerk's was held at the Delta Charter Township offices.

1. Call to Order

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

2. Roll Call:

President – Todd Blake
1st Vice President – Evan Hope
2nd Vice President – Jeff Hawkins
3rd Vice President – Nancy Weiss
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 – Terry Bennett
Ways & Means – Sue Hillebrand - Absent
Past President – Ann Ulrich – Absent

3. Approval of Agenda - Board

Motion by Hawkins, support by Kennedy to approve the agenda with a modification to 6. Add Sue Hillebrand and Cherilynn Tallman to the excused list. The motion carried unanimously.

4. Minutes Review/Approval - Carolyn

a. September 24, 2009 - **Motion** by Bennett, support by Hope to approve the minutes as written. The motion carried unanimously.

5. Receive Treasurer's report – Betty

Motion by Boersma, support by Weiss to receive the September Treasurer's report. The motion carried unanimously.

6. Excuse Absent Board Members

Motion by Bennett, support by Hondorp to excuse Sue Hillebrand, Cherilynn Tallman, and Ann Ulrich from the Board meeting. The motion carried unanimously.

7. Director Reports:

a. President –

i. IRS 501c3 Application: Request for additional information – Todd stated that the information is due by October 31. He will fill out the questionnaire as far as he is able and solicit information from other members as necessary.

ii. Administrative Position (SP Goal #1) – Hillebrand, Swope and Blake are on the committee to research all possible avenues and will do so at their upcoming committee meeting.

b. CEO/ Legislative

i. Bills with recent movement –

The House passed a group of bills known as the "military voting bills" on November 4, 2009. HB 5279 is the main bill. This bill allows for an absentee ballot to be emailed to military and citizens who are overseas.

HB 5530 and HB 5560 are technical bills necessary to implement the requirements set forth in HB 5279 and to bring ALL elections into compliance with the provisions set forth for military/overseas voting.

HB 5279 of 2009

Elections; absent voters; absent voter ballot to overseas voters; allow to be sent by electronic mail.

Amends sec. 759a of 1954 PA 116 (MCL 168.759a).

Last Action: 11/4/2009 transmitted

HB 5530 of 2009

Elections; absent voters; availability of absent voter ballots prior to an election; expand time period for certain elections. Amends secs. 713 & 714 of 1954 PA 116 (MCL 168.713 & 168.714).

Last Action: 11/4/2009 transmitted

HB 5560 of 2009

Elections; candidates; filing or certification deadline; revise for certain candidates. Amends sec. 644e of 1954 PA 116 (MCL 168.644e).

Last Action: 11/4/2009 transmitted

ii. Bill Matrix – no change

c. Newsletter/Website – No report

d. Ways & Means –

Sue they draft a standing rule that will address the issue of associate members advertising on the list serv.

e. Membership –

i. Membership Drive (SP Goal #1)

The membership form has been updated on the website. Terry has designed 3 different membership reminders/applications that will be sent to every municipality. The reminders will be professionally printed and mailed. The first mailing may cost about \$700.00 dollars. **Motion** by Weiss, support by Hondorp to mail all municipalities the first application. The motion carried unanimously.

f. Education –

i. Institute Itineraries – 2010

This year there will not be a theme.

ii. Institute Director Contract - 3yr

Mary and Lew Bender have done an outstanding job for the MAMC. They are on a 3 year contract which coincides with the Institute schedule. It is time to renew that contract and the Benders have agreed to another 3 year term.

Motion by Boersma, support by Kennedy to authorize the President to sign a 3yr contract with the Benders for Institute and Masters Academy with a modification in the contract changing the Institute date from April to March. The motion carried unanimously.

iii. CMU Institute Contract – 3yr

Motion by Hondorp, support by Weiss to authorize the President to sign a 3 year contract with Central Michigan University for hosting the Institute. The motion carried unanimously.

iv. Consider Refund Request

A request had come from a member for a refund for the 2009 Institute. The request was denied.

These are not easy decisions to make. This topic had been discussed at several meetings and the Board reached 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.

g. Conference (Soaring Eagle Casino, Mt. Pleasant)

- i. Discuss consideration for use of credit card acceptance.

Municipal Pay is an option to be explored.

h. Past President – No report.

8. Old Business

a. New Accounting & Membership software status (SP Goal #4)

Weiss, Kennedy and Swope are the committee that will be researching new accounting/membership software. This is an option that will be considered.

10. New Business

a. Discussion on Replacement of 3rd VP Nancy Weiss, following her retirement

President Blake will put on the listserv an invitation to submit an application along with the criteria and qualifications necessary to be considered.

b. Region V Conference Contract and Authorization for Deposit

Michigan will host the IIMC Region V conference in 2010. The conference will be held at the Bavarian Inn, Frankenmuth MI, September 14 thru 17, 2010. The Education committee is considering offering a Masters class at the same time. **Motion** by Hope, support by Weiss to authorize entering into a contract with the Bavarian Inn and advance a deposit to reserve the dates. The motion carried unanimously.

Motion by Hondorp, support by Swope to authorize the President to submit a letter nominating Kathy Dornan for the Quill Award. The motion carried unanimously.

11. Adjourn

The meeting adjourned at 3:45pm.

Respectfully submitted,
H. Carolyn Boersma,
MAMC Secretary