

MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
November 20, 2009

A meeting of the Board of Director's of the Michigan Association of Municipal Clerk's was held at the City of Lansing offices.

1. Call to Order

President Blake called the meeting to order at 12:45 PM.

2. Roll Call:

President – Todd Blake (by phone)
1st Vice President – Evan Hope
2nd Vice President – vacant
3rd Vice President – Nancy Weiss
Treasurer – Betty Kennedy
Secretary – Carolyn Boersma- Absent
Conference Chair – Dan Kasunic
Conference Co-Chair – Chris Swope
Education Chair – Joel Hondorp
Education Co-Chair – Cherilynn Tallman
Membership – Terry Bennett - Absent
Ways & Means – Sue Hillebrand
Past President – Ann Ulrich

3. Approval of Agenda - Board

Motion by Hillebrand, support by Weiss to approve the agenda with a modification to 9(h)(ii) Site selection for 2013. The motion carried unanimously.

4. Minutes Review/Approval - Carolyn

a. October 21, 2009 - **Motion** by Hondorp, support by Ulrich to approve the minutes as written. The motion carried unanimously.

5. Receive Treasurer's report – Betty

Motion by Hillebrand, support by Swope to receive the October Treasurer's report. The motion carried unanimously.

6. Excuse Absent Board Members

Motion by Swope, support by Tallman to excuse Terry Bennett and Carolyn Boersma from the Board meeting. The motion carried unanimously.

7. Make Appointment to 3rd Vice President position (effective following January meeting)

Motion by Swope, support by Ulrich to appoint Dan Kasunic to the 3rd Vice President Position effective February 1, 2010. The motion carried unanimously.

8. Discuss Other Possible Board Openings

Motion by Weiss, support by Hillebrand to recognize a vacancy in the 2nd Vice President position. The motion carried unanimously.

Motion by Weiss, support by Swope to appoint Joel Hondorp to the 2nd Vice President Position effective immediately. The motion carried unanimously.

President Todd Blake will make the membership aware of these appointments through the listserv. Announcement of two director positions will be made known to the membership. Joel and Dan said they are willing to continue serving on Education and Conference through the end of the Board year.

9. Director Reports:

a. President –

i. Administrative Position (SP Goal #1) – discussion held on whether the position should be a person or contracted with a firm. Costs from firms will be brought to next meeting.

b. CEO/ Legislative

i. Bills with recent movement – “Military/Overseas Voting Bills”, introduction of bills to change filing deadlines for cities with late filing deadlines

ii. Bill Matrix – no change

c. Newsletter/Website – Membership mailer considered newsletter. Will put newsletter type information on website. Website will be updated regularly. Board member need to get to Nancy any new information.

d. Ways & Means – No Report

e. Membership –

i. Membership Drive (SP Goal #1)

The first membership application is mailed.

f. Education –

i. An update was given on the Education Committee Meeting. Institute and Master’s Academy is pretty well planned and registration information will be coming out soon.

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

i. Lisa Hathaway agreed to head up the food part of conference again.

h. Past President –

i. Recommendation for 2012 Annual Conference @ Great Wolf Lodge, Traverse City

Motion by Kennedy, support by Hillebrand to approve the Great Wolf Lodge in 2012 with changes to the contract to be made in reference to room block totals. The motion carried unanimously.

ii. Recommendation for 2013 Annual Conference @ Bavarian Inn, Frankenmuth

Motion by Hondorp, support by Weiss to approve the Bavarian Inn in 2013 with changes to the contract to be made in reference to room block totals. The motion carried unanimously.

8. Old Business

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

Weiss, Kennedy and Swope found software that will easily accommodate the MAMC membership needs. The cost is \$125 per user per month. It will be able to track membership, attendance at events, email notices. It cannot provide listserv function.

10. New Business - None

11. Adjourn

The meeting adjourned at 2:30pm.

Respectfully submitted,
Joel H. Hondorp, CMC
On behalf of
H. Carolyn Boersma,
MAMC Secretary

The next meeting of the MAMC Board of Directors will be held Friday, December 18 at 10:00 a.m. via conference call. 517-417-5000 Code: 85352