

MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
January 26, 2010

A meeting of the Board of Director's of the Michigan Association of Municipal Clerk's was held at the Bull's Head Restaurant in Grand Rapids.

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 – Joel Hondorp
3rd Vice President – Nancy Weiss
Treasurer – Betty Kennedy
Secretary – Carolyn Boersma
Conference Chair – Dan Kasunic
Conference Co-Chair – Chris Swope
Education Chair – Cherilynn Tallman
Education Co-Chair – Joe Bridgman
Membership – Terry Bennett - Absent
Ways & Means – Sue Hillebrand
Past President – Ann Ulrich - Absent

3. Swear in new Director: Joe Bridgman

4. Approval of Agenda - Board

Motion by Hillebrand, support by Weiss to approve the agenda with the addition of 8a. Resignation of Nancy Weiss, and to move 8. Discuss & Consider Director Appointments to 8b. The motion carried unanimously.

5. Minutes Review/Approval - Carolyn

a. December 18, 2009 - **Motion** by Hillebrand, support by Weiss to approve the minutes as written. The motion carried unanimously.

6. Receive Treasurer's report – Betty

Motion by Hillebrand , support by Kasunic to receive the December and Year end Treasurer's report. The motion carried unanimously.

7. Excuse Absent Board Members

Motion by Tallman, support by Kennedy to excuse Terry Bennett and Ann Ulrich from the Board meeting. The motion carried unanimously.

8a. Resignation of Nancy Weiss

Motion by Kennedy, support by Swope that the resignation of Nancy Weiss is hereby accepted **with regrets** effective immediately following the meeting. The motion carried unanimously. We will miss Nancy and her considerable input and talents given to the MAMC.

8b. Discuss & Consider Director Appointments (1 City/Village(2010))

- Lisa Hathaway, MMC, Gross Point Woods City Clerk
- Kris Vogel, MMC, Springfield City Clerk
- Lindsay Howes, CMC, Three Rivers City Clerk
- Michelle King, Charlotte City Clerk

Motion by Tallman, support by Hondorp to nominate Lisa Hathaway.

Motion by Weiss, support by Kennedy to nominate Kris Vogel.

With a show of hands, Lisa received seven votes.

Motion by Weiss, support by Hillebrand to confirm the appointment of Lisa Hathaway to the vacant seat until the June 2010 election. The motion carried unanimously.

9. Strategic Plan Update

a. Goal 1: Membership and Connection to MAMC (Terry & Carolyn)

Information on all Regional and County Associations is needed so that we can invite them to collaborate with the MAMC on educational workshops such as Clerking 101. A request will be put on the listserv and website.

b. Goal 2: Create and Implement MAMC Certification (Joel, Cherilynn & Dan)

Cherilynn is the new Chairperson, and Joe Bridgeman is the Co-Chairperson.

c. Goal 3: Create and Implement MAMC Support Staff (Todd, Sue & Evan)

The committee will draft a job description with the request for proposal.

d. Goal 4: Expand User-Friendly Technology (Nancy, Chris & Betty)

The committee is on hold until a firm for the administration position is retained. The thought being that they may have software that could be used for our purposes as well.

10. Director Reports:

a. President –

i. Quill Award Nomination Update – A letter with all of the supporting documentation will be sent to the IIMC in a week or so.

ii. IRS Response/Attorney Rumsey’s Letter – Mr. Rumsey had called the IRS without our permission or knowledge. The IRS notified us that a form releasing his power of attorney needed to be sent to them.

Chris and Evan will meet with another firm from the Lansing area to help us with the 501c3 status or whatever IRS status would be more appropriate for us to pursue.

b. CEO/ Legislative

i. Bills with recent movement (Bill Matrix Update) – The House looked at a bill to allow for a permanent absent voter list.

ii. Meeting with PEW – they will be meeting with the CEO.

iii. League of Women’s Voters Survey – The County Clerks have expressed that they do not wish to contribute to this survey. The MAMC felt that this would give some insight into certain matters pertaining to the election process. **Motion** by Swope, support by Weiss to expend up to \$2500.00 for the survey. The motion carried unanimously.

- c. **Newsletter/Website** – Dan Kasunic is the new keeper of the web, as well as the newsletter author.
- d. **Ways & Means** – COTY – 598 letters were sent out to different municipalities. Sue will draft an amendment to the Standing Rules that would allow for distribution of ballots via email.
- e. **Membership** –
 - i. MTA Membership Update Agenda, MTA Conference, Amway Plaza, Grand Rapids (4:30pm)
 - ii. Honorary Memberships (request list forwarded prior) – Sue will draft an amendment to the Standing Rules that would clarify and set requirements for Honorary members, Life members and the annual update.
- f. **Education** –
 - i. Institute Scholarships – Four scholarships were received. Sage Pare, City of Taylor; Sherry Powell, City of Grant; Ellen Glass, Village of Vernon; Amy Salowitz, Village of Pickney. **Motion** by Kennedy, support by Tallman to approve a \$600.00 scholarship for the Institute for Sage Pare. With a unanimous vote the motion carried. **Motion** by Weiss, support by Kennedy to approve a \$600.00 scholarship for the Institute for Ellen Glass. With a unanimous vote the motion carried. **Motion** by Swope, support by Hillebrand to approve a \$600.00 scholarship for the Institute for Amy Salowitz pending verification from Terry as to membership. With a unanimous vote the motion carried. **Motion** by Swope, support by Tallman to deny the request from Sherry Powell due to the fact that she is not eligible for that grant. With a unanimous vote the motion carried.
- g. **Conference (Soaring Eagle Casino, Mt. Pleasant)**
A pre-mailer will be sent out in April. The Theme is “Good Government – We’re all in the Game”. The President’s dinner will be a masquerade ball.
- h. **Past President** – No report

11. Old Business - None

12. New Business - None

13. Adjourn

The meeting adjourned at 3:15pm with a vote by Weiss and support from Kasunic.

Respectfully submitted,
H. Carolyn Boersma, CMC
MAMC Secretary

The next meeting of the MAMC Board of Directors will be held Wednesday, February 17, at 1:00 p.m. at Delhi Charter Township. The March meeting will be held on March 18, 1:00pm at the Comfort Inn, MT. Pleasant.