

MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
July 23, 2010

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 Hope called the meeting to order at 1:10 PM.

2. Roll Call:

President – Evan Hope

1st Vice President – Joel Hondorp

2nd Vice President – Dan Kasunic

3rd Vice President – Carolyn Boersma

Treasurer – Betty Kennedy

Secretary – vacant

Conference Chair – Chris Swope

Conference Co-Chair – Lisa Hathaway

Education Chair – Cherilynn Tallman

Education Co-Chair – Joe Bridgman

Membership – Terry Bennett - Absent

Ways & Means – Sue Hillebrand

Past President – Todd Blake

Participants –Tara Paksi, GCSI Administrative Assistants to the Board

3. Approval of Agenda - Board

Motion by Swope, support by Hillebrand to approve the agenda as written. The motion carried unanimously.

4. Minutes Review/Approval - Carolyn

a. June 22, 2010 - **Motion** by Swope, support by Kennedy to approve the minutes as written. The motion carried unanimously.

5. Receive Treasurer's report – Betty

Motion by Hillebrand, support by Hondorp to receive the June report. The motion carried unanimously.

6. Excuse Absent Board Member(s) – Motion by Swope, support by Hillebrand to excuse Terry Bennett from the meeting. The motion carried unanimously.

7. Strategic Plan Update (Next Planning Session scheduled for August 13, 2010, at the Benders home in Luther, MI)

a. **Goal 1: Membership and Connection to MAMC (Terry, Carolyn, Lisa):** Membership 900+ (4/15)

b. **Goal 2: Create and Implement MAMC Certification (Joel, Cherilynn, Dan):** On hold while reviewing new ICMA Certification changes

- c. **Goal 3: Create and Implement MAMC Support Staff (Todd, Sue, Evan):** GCSI Hired eff: 4/1/10
- d. **Goal 4: Expand User-Friendly Technology (Joe, Chris, Betty):** working with GCSI and Samsa to see if new software needs can be implemented with Samsa

9. Director Reports:

a. President –

i. Board Vacancy – make appointment or set time for interviews – An application was received from Lorna Wilson, Castleton Township and Susan Courtade, East Bay Charter Township. Both applicants were qualified and showed a willingness to serve. **Motion** by Kennedy, support by Swope to appoint Susan Courtade as the Director/ Secretary to fill the 1 year vacant Board position. The motion carried unanimously.

ii. Strategic Planning Session itinerary – The meeting will start at 10:00am and will end at approximately 5:00pm.

b. CEO/ Legislative – The legislative committee was receptive of forming a PAC.

i. Bills with recent movement (Bill Matrix Update) – Nothing will happen until elections are over.

ii. Clerk PAC Update – Bill Zagman will help form the Clerk PAC. The recommendation is to make Tara Paksi the bookkeeper, Chris Swope the Treasurer and to open a bank account at Michigan State University Credit Union. **Motion** by Hillebrand, support by Hondorp to approve a Resolution authorizing a bank account as recommended. The motion carried unanimously.

c. **Newsletter/Website** –Theresa at GCSI and Carolyn will get together at the end of August to gather articles for the newsletter.

d. Ways & Means

Sue Hillebrand will put together some general survey questions for review at the next Board meeting.

e. Membership – None

f. Education –

i IIMC Region V Session Ideas (Sept 15-17, 2010 @ Bavarian Inn) The classes are set for the Masters and General sessions.

g. **Conference** – Tara will be sending out the mailer for the Region V conference. The cost will be \$125.00 for the Masters Academy, \$170.00 for the conference and \$50.00 for the Athenian Dialogue. Every attendee will be given a ticket to Oktoberfest. Tennessee will be the recipients of the silent auction proceeds to offset the cost of hosting the IIMC conference.

Concerns as to what information vendors may obtain about conference attendees had been voiced. Sue will draft a policy pertaining to the issue to be reviewed by the Board.

h. Past President – None

10. Old Business - None

11. New Business -

i. Insurance with Burnham and Flower – The MAMC has a liability policy with a limit of \$1,000,000.00 that is due to be renewed. **Motion** by Blake, support by Swope to renew with the same liability limit and to check for a listing of each individual Board member as covered. The motion carried unanimously.

ii. Request for lifetime honorary membership – Past President Ann Ulrich has resigned as Clerk of Hartland Township. She has requested to be considered for the lifetime honorary membership. **Motion** by Hillebrand, support by Tallman to approve the request. The motion carried unanimously. The Board wishes Ann well in whatever her next endeavor may be.

12. Adjourn

The meeting adjourned at 2:38pm with a motion by Tallman and support by Hillebrand.

Respectfully submitted,
H. Carolyn Boersma, CMC
MAMC Director /3rd VP

The next meeting of the MAMC Board of Directors will be at Delta Charter Township on September 18 at 1:00pm..