

**Michigan Association of Municipal Clerks
Board of Directors Meeting
Teleconference
October 20, 2010**

1. President Hope called the meeting to order at 12:34 P.M.
2. **Roll Call: Present:**

President- Evan Hope (excused at 1:00 P.M.), 2nd Vice President- Dan Kasunic, 3rd Vice President- Carolyn Boersma, Treasurer-Betty Kennedy, Secretary-Sue Courtade, Conference Chair- Chris Swope, Conference Co-Chair- Lisa Hathaway, Education Chair- Cheryl Lynn Tallman (arrived at 12:55P.M.), Education Co-Chair- Joe Bridgman, Membership- Terry Bennett (excused at 1:05 P.M.), Ways & Means- Sue Hillebrand, Past President- Todd Blake.
3. **Absent and Excused:** 1st Vice President- Joel Hondorp
4. **Approval of Agenda:** President Hope stated that the Burnham and Flower Representative would be joining us at 12:45 and would like to adjust this item on the agenda to when they arrive to the teleconference. **Motion by:** T. Bennett, support by S. Hillebrand to approve the agenda as amended. Motion carried.
5. **Minutes Review/Approval:**
 - a. September 15, 2010- **Motion by** B. Kennedy, support by L. Hathaway to approve the minutes. Motion carried.
6. **Treasurer's Report:**
 - a. Receive monthly Treasurer's Report- B. Kennedy reviewed the report with board members, C. Swope questioned if the requested refunds of \$685.00 from the Region V Conference were included, B. Kennedy reported that these requests were included. T. Blake suggested a new line item be added for the purpose of tracking the Master Class expenses. **Motion by:** C. Swope, support by T. Blake, to receive the September report. Motion carried.
7. Addressed later in the meeting
8. **Approve increase in GCSI contract for Lobbying services:** The contract accepted was for two years. The second year had an increase cost built into it. The 2010 Budget did not include the contracted increase. Board members expressed concern, citing a detailed account of what the lobbying assistants are involved in should be presented to the board regularly. **Motion by:** C. Swope, support by T. Blake, to amend the 2010 budget by \$1,200.00. Motion carried. Further discussion ensued. Consensus was to make sure the next contract provides an account of this involvement in writing. After the November 2, 2010 Governors Election, E. Hope will meet with Bill Zaagman and the County Clerk's President.
9. **Donations of Region V net profits to IIMC Tennessee Conference:** The question was asked if all expenses have been submitted and paid out from the Region V Conference. C. Swope confirmed and reported \$2,500.00 remained after expenses. **Motion by:** C. Swope, support by L. Hathaway, to contribute net profits of \$2,500.00 from the Region V Conference to the IIMC 2011 Tennessee Conference. Motion carries.
10. **Lifetime membership of Delphine Oden:** T. Bennett provided an explanation for lifetime membership. Delphine has been past President of MAC, Inkster City Clerk and is currently serving as Assistant Wayne County Director of Elections. As a lifetime member she will continue to hold all voting rights. **Motion by:** T. Bennett, support by S. Hillebrand. Motion carries.

B. J. Pratt, Representative of Burnham and Flower joined the group. Evan Hope had a previous engagement and turned the meeting over to 2nd Vice President Dan Kasunic at 1:00 P.M.

7. MAMC Insurance, Burnham and Flower: B.J. Pratt was asked to attend this meeting to go over the proposed policy and address various concerns covering liability, property and physical claims. Board members had discussed that each member of the board should be listed by name on this policy. E. Hope recently sent the signed policy to Burnham and Flower and B.J. will be able to come up with premium amounts soon. He did not have that information for the board today. The existing insurance policy runs from July 23, 2010 through July 23, 2011. This policy does not include property or the individual board members listed by name and has an annual cost of \$538.00. A rough estimate of coverage for all Board Members would be approximately \$1,000.00. The board directed B.J. to pull a proposal together and have B. Kennedy bring it back to the board.

11. Refund Requests:

A total of three refund requests have been received. All three were submitted by the week after the Region V Conference. **Motion by:** L. Hathaway, support by C. Swope to grant these requests. Motion carried.

12. Reminder- Strategic Planning session- November 17, 2010 at Sue Hillebrand's cottage: S. Hillebrand offered accommodations to those traveling a distance. Make sure to contact her if you are interested. The session starts promptly at 10:00 A.M. and runs to 4:00 P.M.

13. Old Business: none

14. New Business: B. Kennedy received a request from Janet Santos for committee Certificates for the Education and Conference committees. C. Tallman will contact Tara for verification. MAMC does not currently offer Electronic or Credit Card payments for membership or education sessions. To pursue this we will need to contact SAMSA for feasibility.

15. Adjourn: The meeting was adjourned at 1:10 P.M. with a motion by C. Boersma, and support by S. Hillebrand.

Respectfully submitted,

Susanne M. Courtade, Secretary

The next meeting of the MAMC Board of Directors will be at the Vacation home of S. Hillebrand on Wednesday, November 17, 2010 at 10:00 A.M.