Call to Order: The meeting was call to order at 12:14 p.m.

ROLLCALL/EXCUSED ABSENT BOARD MEMBERS:

Members Present: Kasunic, Howard, Courtade, Clark, Smith, Kean, Thompson, Wit, McMillen, Ryska, McManus and Crawford.

Members Absent: Venema.

Others Present: GCSI Representative Tara Paksi

MOTION COURTADE, SECOND BY THOMPSON, TO EXCUSE MEMBER VENEMA. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF AGENDA: MOTION THOMPSON, SECOND BY McMILLEN, TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF MINUTES: MOTION THOMPSON, SECOND BY McMILLEN, TO APPROVE THE DECEMBER 12, 2018 MINUTES AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

TREASURER'S REPORT: McManus updated the Board regarding the preparation of 1099s and on membership checks are coming in. She reviewed the December financial reports with the Board.

MOTION THOMPSON, SECOND BY HOWARD, TO APPROVE THE DECEMBER FINANCIAL REPORTS AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS:

Ethical Standards. McMillen reviewed the IIMC Standards with the Board. IIMC has these standards in place, however, there is no feedback on the process as it has not yet been used. This item will be placed on the next agenda for final review and possible adoption. McMillen will email the IIMC Ethical Standards to McManus and Crawford.
NEW BUSINESS:

Proposed New IIMC Educational Program. Clark reviewed the information with the Board concerning the proposed continuing education course from IIMC titled “Beyond the MMC Program.” IIMC is asking for feedback/comments on this proposal. Mary Bender is the point of contact with IIMC. After the review, the Board agreed that the program would impact MAMC by adding credits towards our CMMC accreditation.

Discussion of Coupons and Cancellation Policy. The Board reviewed the origin of the “coupon” vs a refund for a cancellation in an extenuating circumstance. Formal adoption of this policy is needed and SR-17 requires revision. Details of suggested language revisions were discussed. McMillen will bring back a revised draft of SR-17 for the Board’s review and possible adoption.

It was consensus of the Board to allow Clark to extend an annual conference coupon for MAMC member Ann Vollrath.

Region V Representative Funding Discussion. Kasunic has received a request from Rep. Leon Wright for financial support from MAMC for his attendance at IIMC Regional meetings. The Board discussed that all applicants were aware at the time they applied what the financial obligation or burden was. Kasunic with pass the info onto Rep. Wright.

DIRECTOR REPORTS:

PRESIDENT. Kasunic informed the Board that scholarships are available for 2020 IIMC Conference in Birmingham, Alabama. The application is on the IIMC website.

CEO/LEGISLATIVE. Howard updated the Board on discussions from the CEO Meeting earlier today. Much to discuss due to recent legislation. Secretary of State Jocelyn Benson was in attendance and announced Michigan’s participation in ERIC, Electronic Registration Information Center. Also, in attendance from BOE was Sally Williams updating what changes will be ready for May 2019 elections. Lobbyist Bill Zaagman reviewed some of the new legislation. Howard and Zaagman continue to work on MAMC priorities.

The Board reviewed the legislation that was introduced by Representative Jeff Yaroch, District 33. The MAMC Board voted to oppose the legislation when it was first introduced. The legislation regarding the training of election inspectors will be introduced again. Currently, the County Clerks and those with population over 10,000 are eligible to train. A meeting has been set on February 20, 2019 to meet with Rep. Yaroch, Bill Zaagman, a few representatives from CEO and a few Executive Board members from MAMC.

NEWSLETTER/WEBSITE. Crawford reminded the Board that Newsletter articles are now due. The Board agreed that the CEO Meeting dates will be added to the website and only approved MAMC minutes are posted. GCSI Rep Paksi reported back to the Board regarding the increase for the website host. The $20 increase is the first increase in six years. Also, Paksi informed the Board that the website needs an upgrade to DNN. The website host has estimated the cost to be $960 for 8 hours of work.

MOTION McMANUS, SECOND BY CLARK, TO APPROVE THE WEBSITE UPGRADE TO DNN FOR A COST OF $960 FOR 8 HOURS OF WORK. MOTION CARRIED UNANIMOUSLY.

MEMBERSHIP/CMMC. Smith distributed membership & CMMC reports as provided by GCSI. The reports were reviewed. Our membership goal was 1,000 and by year end 2018, 930 was reached. Smith reviewed with the Board her thoughts/suggestions on the CMMC Educational Program and Certification. This matter will be placed on the February agenda.
CONFERENCE. Thompson and Wit updated the Board on Summer Conference at the Radisson Hotel in Kalamazoo. The Conference Committee has met and has made progress on the menu and mobile app. Vendor give-a-ways will be announced at Thursday’s lunch. A Caribbean theme with similar entertainment was suggested by the Board for the Thursday night banquet.

WAYS & MEANS. McMillen informed the Board that 13 COTY nominations have been received. February 1st is the deadline for applications.

EDUCATION. Clark reviewed the scholarship requests.

MOTION CLARK, SECOND BY SMITH, TO APPROVE A MASTER ACADEMY SCHOLARSHIP IN THE AMOUNT OF $450 TO ROMONA SANCHEZ FROM CITY OF MADISON HEIGHTS. MOTION CARRIED UNANIMOUSLY.

MOTION COURTADE, SECOND BY THOMPSON, TO APPROVE A CLERKS INSTITUTE SCHOLARSHIP IN THE AMOUNT OF $600 TO ROGER CARDAMONE FROM MACOMB TOWNSHIP. MOTION CARRIED UNANIMOUSLY.

Discussion continued regarding this scholarship request. On Mr. Cardamone’s application, it indicates that funds were approved by his Municipality; and therefore, he does not qualify for a scholarship. Clark will inform the applicant.

MOTION WITHDRAWN BY COURTADE DUE TO THE APPROVAL BY MACOMB TOWNSHIP TO FUND THE INSTITUTE’S REGISTRATION FEE.

MOTION CLARK, SECOND BY THOMPSON, TO APPROVE A CLERKS INSTITUTE SCHOLARSHIP IN THE AMOUNT OF $600 TO TANYA HILTONEN FROM THE CITY OF KINGFORD.

Clark will inform the scholarship winners.

Clark reviewed speakers for Summer Conference and Masters that have been secured. Clark also reviewed Institute registrations. With the new rule in place, Clark said that 27 first-time clerks/deputy clerks have applied for Institute. At this date, the nine people on the waiting list will most likely be accepted to fill the remaining available spots. The Board discussed the possibility of a “Bootcamp for Clerks” if a large number had to be turned away.

PAST PRESIDENT. Courtade updated the Board on applications received on the open Director positions (one city/village and one township/county). A few applications have been received. The application deadline is 5 p.m. on April 1st. Also open is a 3rd Vice President. Two current directors qualify for this position.

McMillen was asked by a current member if MAMC has record retention on past education certificates. Courtade said that it is not past practice of MAMC to replace lost certificates.

NEXT MEETING: February 20, 2019. The time and location have been changed to 1:30 p.m. at GCSI Office in Lansing. In case of bad weather, Kasunic asked Board members to contact him if you cannot make it.

ADJOURNED. The meeting adjourned at 2:35 p.m.

JoAnne Kean, MAMC Director-Secretary