MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
Comfort Inn, Mt Pleasant, MI
March 12, 2012

1. Call to Order
President Joel Hondorp called the meeting to order at 12:50 PM.

2. Roll Call:
Present
President- Joel Hondorp, 1st Vice President – Dan Kasunic, 2nd Vice President – Carolyn Boersma, 3rd Vice President – Chris Swope, Treasurer – Betty Kennedy, Ways & Means – Sue Hillebrand, Education Co-Chair – Joe Bridgman, Conference Chair – Lisa Hathaway

3. Absent and excused: Membership – Terry Bennett, Conference Co-Chair- Sarah Bydalek, Secretary – Sue Courtade, Education Chair – Cherilynn Tallman, Past President – Evan Hope

Motion by: B. Kennedy, second by: L. Hathaway, to approve. Motion carries.

4. Approval of the Agenda:
Motion by: C. Swope, second by: S. Hillebrand, to approve with the addition of 6b Audit. Motion carries

5. Minutes Review/Approval:
   a. February 15, 2012
Motion S. Hillebrand and seconded by L. Hathaway to approve the February 15, 2012 minutes as presented. Motion carried without opposition.

6. Treasurer’s Report:
   a. Receive monthly Treasurer’s Report-B. Kennedy reviewed the report with board members.
   Motion by: S. Hillebrand, support by: C. Swope, to receive the February 2012 report. The motion carried.
   b. Audit – Motion by D. Kasunic, seconded by S. Hillebrand to receive the 2011 Audit. The motion carried.

7. Unfinished Business: None

8. New Business: None

9. Strategic Plan – Next Strategic Planning Session will be in August after the Primary Election. Preferable date August 17, Dan will talk to Lew Bender.

10. Director Reports:
    a. President-
    b. CEO/Legislative- Approve 5062, Oppose 5061
    c. Newsletter/Website- Any job posting received will be posted.
d. **Ways & Means**- Clerk of the Year. S. Hillebrand stated that notifications and info went out to the nominees. The committees will receive the completed questionnaires shortly. Sue will have a draft update to the Standing Rules concerning budget approval for the April meeting.

e. **Membership**

f. **Education**- There was a discussion of the viability of having a Masters Academy every year as opposed to every other year; also possibly shrinking from 3 days to 2 days. The Education Committee was asked to review and recommend a solution.

The Institute is going well this year. The classes for conference are set up.

g. **Conference**- Certificates will not be given to anyone who has not attended full class. The brochure and application are ready to be mailed out. Entertainment is not yet set.

h. **Past President**

11. **Adjourn**:

Meeting adjourned at approximately 2:10 P.M.

Respectfully submitted,

H. Carolyn Boersma CMC, 2nd VP for 
Susanne M. Courtade CMC, Secretary

*The next meeting of the MAMC Board of Directors will be held Wednesday, April 18, 2012 at Delta Charter Township.*