MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
Great Wolf Lodge, Traverse City
June 19, 2012

1. Call to Order
President Joel Hondorp called the meeting to order at 5:20 P.M.

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 arrived at 5:43 P.M., Secretary – Sue Courtade, Education Chair – Cherilynn Tallman, Conference Chair- Lisa Hathaway, Conference Co-Chair- Sarah Bydalek, Ways & Means – Sue Hillebrand, Administrative Assistant- Tara Paksi

3. Absent and excused–Education Co-Chair – Joe Bridgman, Membership – Terry Bennett, Past President – Evan Hope
Motion by: C. Swope, second by: L. Hathaway, to approve. Motion carries.

4. Approval of the Agenda:
Motion by: S. Hillebrand, second by: C. Swope, to approve. Motion carries

5. Minutes Review/Approval:
a. May 16, 2012
Motion by S. Hillebrand and seconded by D. Kasunic to approve the May 16, 2012 minutes as presented. Motion carried without opposition.

6. Treasurer’s Report:

7. Unfinished Business: Board discussed using the MAMC website to get the word out about the Michigan Licensed Beverage Association opportunity to become an Affiliate member. The MLBA affiliate rate is $20.00. Motion by C. Swope with a second by C. Tallman to allow President Joel Hondorp to sign agreement and have it placed on our website. Motion carries.

8. New Business: None discussed.

9. Strategic Plan update
a. Goal 1-Continuing Education and Certification (Hathaway and Boersma)
b. Goal 2-Rebranding and expanding awareness (Courtade and Swope)
c. Goal 3- Website enhancements and on-line education (Kasunic, Hondorp, Bennett)
d. Goal 4-Increase Membership and expand involvement (Hillebrand, Kennedy, Bydalek)

Next Strategic Planning Retreat tentatively scheduled for August 17, 2012
10. Director Reports:
   a. **President:** J. Hondorp took a moment to thank everyone for all their contributions throughout the year. Hondorp passed out to all a token of his appreciation. T. Bennett and E. Hope were unable to attend the meeting to hear the praise and thanks for all that they have done as members of the MAMC Board. S. Hillebrand will complete a Resolution of appreciation for both board members.
   b. **CEO/Legislative:** C. Boersma thanked C. Swope for stepping up with his attendance at Legislative sessions.
   c. **Newsletter/Website:** Discussed updates to the Forum section of the website.
   d. **Ways & Means:** Clerk of the Year. S. Hillebrand would like the board to consider changing the voting system for the Clerk of the Year candidates suggesting that all members of MAMC should have the ability to cast one vote. Currently only one vote per Municipality membership is eligible. Hillebrand to bring back to the board her recommendation,
   e. **Membership:** Membership continues to grow.
   f. **Education:** C. Tallman reported positive feedback on the Masters Class held today. She will contact the instructor; Debra Nelson Dunbar to see if she is available for future education programs.
   g. **Conference:** S. Hathaway and S. Bydalek - conference is going well Thanks to GCSI, Tara and all staff as well as the conference committee for all their work in helping make this conference a success.
   h. **Past President:** E. Hope was not in attendance and will be unable to present the slate of candidates. Past Presidents Dana Muscott or Janet Santos may be available in his place.

11. **Adjourn:** Meeting adjourned at approximately 6:21 P.M.

Respectfully submitted,

Susanne M. Courtade CMC, Secretary

_The next meeting of the MAMC Board of Directors will be held Wednesday, July 18, 2012 at Delta Charter Township 1:00 PM._