MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
Comfort Inn Conference Center Mt. Pleasant, MI
March 10, 2014

1.) Call to Order:
President Carolyn Boersma called the meeting to order at 1:00 P.M.

2.) Roll Call/Excuse Absent Board Member: Present: C. Boersma, C. Swope, J. Bridgman, B. Kennedy, S. Courtade, L. Hathaway (by phone), C. Brown, J. Christian, T. Barton, J. Bigney,
Absent: S. Bydalek, D. Walker, D. Kasunic

Motion by: S. Courtade second by: B. Kennedy to excuse those not in attendance. Motion carries.

3.) Approval of the Agenda:
Motion by: C. Brown, second by: C. Swope to accept the Agenda as presented. Motion carries

4.) Approval of Minutes:
   a. February 19, 2014

Motion by B. Kennedy, second by: L. Hathaway to approve the minutes as presented. Motion carries.

5.) Treasurers Report:
   a. Receive the February 2014 financials-B. Kennedy presented the Treasurers report. Also reported on research she has done to confirm receipt of un-recorded payments by several members. It was determined to review in more detail the process and contract for services with GCSI at the April 16, 2014 meeting.

Motion by: C. Swope second by: J. Christian to accept the February 2014 Treasurer Report as presented. Motion carries.

6.) Unfinished Business CMMC Certification
   a. GCSI Contract-C. Boresema will see if GCSI can be available to discuss this at our next meeting.

7.) Director Reports:
   a. President- C. Boersma thanked C. Swope for running the February 2014 meeting in her absence. MAMC sends the President to the annual IIMC Conference. Unfortunately, she will be unable to attend the 2014 IIMC conference in Wisconsin and asked that the board allow J. Bridgman to go in her place. If Bridgman is unable to go then he will contact S. Bydalek to attend. Motion by: B. Kennedy and second by: C. Brown to send Joe Bridgman to IIMC Conference in May. If he is unable to attend then Sarah Bydalek would be offered this opportunity, motion carries.

   b. CEO/Legislative-Swope and Bridgman provided an overview. GCSI is hosting Ruth Johnson at their office March 19, 2014 from 4:30-6:00PM if anyone is available to attend. State Rep Lisa Lyons Chair of the Elections/Ethics committee is working on a proposal that would eliminate February Elections.

   c. Newsletter/Website-S. Bydalek was not in attendance but, board was reminded that April 1st is the deadline for the spring newsletter and for Board nominations.

   d. Ways and Means- C. Brown stated that the COTY voting is going on now. Response has been positive. Ballots have been available to vote at Free Education Day, Basic Institute and will also be available at the Master Academy next week. For those that were unable to vote in person, the ballot and instructions will be on the website soon. Next month Standing Rules and Bylaw changes/additions will be on the agenda.

   e. Membership Update- Membership is at 789 up 6 members. Given the additional information supplied by Hathaway, Motion by L. Hathaway and second by B. Kennedy to issue a “life time” membership to C. Elaine Skarrritt. Hathaway also gave an update that so far 7 applications have been received for CMMC certification. Those applicants that qualify due to current CMC/MMC
status will be issued immediately. Review by the executive committee is only necessary if there are exceptions such as but not limited to: point count, classes outside of MAMC/IIMC education.

f. Education- Barton and Walker are finalizing the biographies for the summer conference speakers.

g. Conference-J. Christian and J. Bigney stated that once the speaker biographies are complete the conference registration forms will be available. The Bureau of Elections will offer a separate session once the conference is over at the Amway site. Points awarded will be discussed further next month. Photos of the Grand Rapids area are requested to place on the website. Christian and Bigney will have conference tees to show at our next meeting.

   1. Attendance Policy-The scanner system will be used again. A standing rule stressing accountability will be created by C. Brown to address this.

h. Past President- There is a real concern that the 2016 conference at the Lansing Center/Radisson will not fit our group needs, there are concerns for 2015 at Frankenmuth as well. Review of SR and Bylaws regarding site committee members was discussed and will be reviewed for discussion next month.

8.) Meeting adjourned at 2:30 PM.

Respectfully submitted,

Susanne M. Courtade CMC, Director/Secretary