1. Call to Order
President Dan Kasunic called the meeting to order at 10:00 AM.

President Dan Kasunic gave the oath of office to: Dawn Walker, Director-Ways and Means

2. Roll Call:
Present
President- D. Kasunic,, 1st Vice President -Carolyn Boersma,  2nd Vice President- Chris Swope, Treasurer -Betty Kennedy,  Secretary -Sue Courtade,  Education Chair -Cherilynn Tallman,  Education Co-Chair -Jennifer Christian, Conference Chair-S. Bydalek, Conference Co-Chair- Judy Bigney, Ways and Means- Dawn Walker, Past President -Joel Hondorp, Membership -Lisa Hathaway (by phone)

3. Absent and excused; 3rd Vice President-Sue Hillebrand
Motion by: B. Kennedy second by: S. Bydalek, to approve

4. Approval of the Agenda:  The following items were requested as additions/changes to the agenda; Under New Business: 8 b. Contracting for Institute/Masters-removal of this item is requested; add: 8c. By Laws and Term Limits 8d. 5K invoice.
Motion by: J. Hondorp, second by: B. Kennedy, to approve as amended.  Motion carries.

5. Minutes Review/Approval:
 a. February 27, 2013
Motion by: J. Hondorp, second by: S. Bydalek, to approve.  Motion carries

6. Treasurer’s Report:
 a. Receive monthly Treasurer’s Report- B. Kennedy reviewed reports with board members.
 b. Audit Approval: The 2012 Audit report was provided to board members. Discussion ensued.  B. Kennedy spoke with the financial institutions provided by J. Christian. The CD rates and options would not beneficial to the MAMC at this time. Kennedy spoke to Todd Blake and received information on Federal programs that may be of interest to the board as a longer term investment. Kennedy will arrange for a speaker to attend a future meeting to discuss this program.
Motion by: J. Hondorp, support by: L. Hathaway, to receive both the February 2013 report and 2012 Audit as presented.  The motion carried.

7. Unfinished Business
 a. Amendment to SR-27 Legislative Committee-Board discussed the presented changes to Standing Rule 27. Kasunic asked if there was support of the proposed changes to SR-27 as presented; Motion by: B. Kennedy support by: L. Hathaway,
Discussion by the board continued with J. Hondorp requesting an amended motion to remove the proposed 4th paragraph beginning: “An Emergency Meeting of the Board of Directors shall be called…..” Support by C. Tallman.
With continued discussion and voiced concerns by board members C. Swope made a motion to table the decision until further review stating a willingness to work on this with Hathaway and others. Motion seconded by L. Hathaway.  Motion carried without opposition.
8. New Business:
   a. Renewal of GCSI Contract - An increase of $100 per month for year one and $150.00 per month in year two was presented. The Board questioned if GCSI was willing to contract for three years, and when the current year expires. T. Paksi was reached by phone to ask for clarification. The current contract goes through April 2013. The extension would increase the monthly payment by $100.00 per month for 2013; $150.00 per month for 2014 and no increase would be incurred in the third year of the contract. Motion by: C. Boersma second by: S. Bydalek to approve a three year extension with GCSI as presented. The motion carried without opposition.
   b. Contracting for Institute/Masters
   c. Bylaws-Term Limits-J. Hondorp brought up to the board the bylaws addressing directors Term of Office. ARTICLE IV Board of Directors. Section 4. Term of Office. States: Directors shall be limited to two, two-year terms. The number of terms of the Secretary and Treasurer shall not be limited.

   ARTICLE XII AMENDMENTS: These bylaws may be amended at any meeting of the Michigan Association of Municipal Clerks by a 2/3 vote of the membership present and voting so long as notice of the proposed amendment is provided to each member no less than 30 days in advance of the meeting in which the amendment shall be voted on to remove all term limits from the by-laws.

   Motion by: J. Hondorp and support by: C. Swope to notice the membership of an amendment to the bylaws which will be presented at the opening session of the June 2013 Summer Conference for a vote. The motion carries.

   Additionally a revision to the roles of the VP’s and Directors was discussed. D. Kasunic would like to see the conceptual draft of the proposed changes brought back for further review. Any changes to the roles would need to be voted on by the general membership.

   d. 5k invoice- B. Kennedy voiced concerns over borrowing the hand held timer unit from her local school district for the annual MAMC walk run event. This has worked well in the past but the liability if this unit is broken is a concern. Kennedy has priced out a unit that the MAMC would own and is looking for approval to purchase. Kennedy also expressed a need for additional cones to mark the trail. S. Bydalek has excess cones that she is willing to donate to the MAMC. Motion by: C. Tallman and second by: S. Bydalek to authorize spending not to exceed $450.00 to purchase a hand held timer unit. Motion carried without opposition.

9. Strategic Plan update: no new discussion

10. Goal 1-Continuing Education and Certification/ Website enhancements and on-line education (S. Hillebrand, C. Boersma, L. Hathaway and C. Tallman as Chair)

11. Goal 2-promote Membership and expand involvement (L. Hathaway will review)

12. Director Reports:
   a. President
   b. CEO/Legislative-
      a. Legislative reception: C. Swope reported Legislative turnout was a success but would like to see this event promoted and marketed as a tie-in with Free Education Day.
      b. House Organizational meeting-Introduction
      c. Review of priorities
   c. Newsletter/Website
   d. Ways & Means- D. Walker reported that she is getting up to speed.
   e. Membership Update
   f. Education-
      a. Consideration to amend Master Academy contract with Mt. Pleasant Comfort Inn and Conference Center for 2014 and 2015. C. Tallman reported that feedback received shows
membership wants the three day segmented program to continue. In light of this feedback, no action is required regarding the contract with Mt. Pleasant Comfort Inn. The subcommittee will be meeting to go over the survey results.

g. Conference - S. Bydalek reported that the draft Registration forms are set to go out, they are waiting on the Education write up information and hope to have them mailed on or around March 24, 2013. The discussed upgrade for on-line registration and Paypal set up though Gravity Works will not be available to use for Conference registration. Both will be rolled out together at a later date. C. Swope inquired about a credit card square app that attaches to a cell phone as a means for taking payments at the silent auction and for purchases at conference. Board reviewed SR-39 finding it appropriate for vendors to receive a list of attendees only prior to conference, not general membership. An order of MAMC Lanyards was approved.

Break for lunch

S. Bydalek would like to see improved accountability and has researched a scan in/out program that will track and retain class attendance and certification earned by attendees at conferences. The certificates could then be printed or emailed. Information was passed around and discussed. Bydalek was asked to research this in more depth to see what other organizations may be using and report back to the board.

h. Past President - J. Hondorp stated that as of the deadline, the following submitted applications: Township Director: Sue Courtade, Dawn Walker and Lorna Wilson have applied for 2 Director Township positions and, Betty Kennedy and Cherilynn Tallman have applied for 2 Director City positions. Nominations from the floor will also be called for. It was recently discovered that C. Tallman is term limited but expressed a desire run for the director City position if the general membership votes to remove term limits at the opening ceremony. Sarah Bydalek has applied for 3rd VP, creating an open slot for a Director, City after the election.

11. Adjourn: Meeting adjourned at 12:36 P.M.

Respectfully submitted,

Susanne M. Courtade CMC, Secretary

The next meeting of the MAMC Board of Directors will be held Wednesday, April 17, 2013 at Delta Township Hall at 1:00 PM