MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
Delta Charter Township
January 16, 2013

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

2. Roll Call: Present
President- D. Kasunic,, 1st Vice President -Carolyn Boersma, 2nd Vice President- Chris Swope, 3rd Vice President-Sue Hillebrand, Treasurer -Betty Kennedy, Secretary -Sue Courtade, Education Chair -Cherilynn Tallman, Education Co-Chair -Jennifer Christian,, Conference Chair- Sarah Bydalek, Conference Co-Chair- Judy Bigney, Membership -Lisa Hathaway, Past President -Joel Hondorp Administrative Assistant- Tara Paksi

3. Absent and excused; None

4. Approval of the Agenda: Motion by: J. Bigney, second by: S. Bydalek, to approve as amended. Motion carries.

5. Minutes Review/Approval:
   a. December 19, 2012
      Motion by: C. Tallman, second by: S.Hillebrand, to approve. Motion carries

6. Treasurer’s Report:
   a. Receive monthly Treasurer’s Report-B. Kennedy reviewed reports with board members. The 2012 Audit is complete. Overall the Association funds are down $9,000.00 from the 2011 Audit. Motion by: C. Swope, support by: C. Boersma, to receive the November and December 2012 report. The motion carried.

7. Unfinished Business
   a. Director position: Board discussion resulted in a motion by C. Tallman and second by B. Kennedy to table this appointment to February 15, 2013 to allow for interested candidates to apply. The motion carried without opposition.
   b. Web site proposed changes: Motion by: J. Bigney, second by: S. Bydalek to have GCSI present an itemized list, including forum adjustments for the sender to see their thread on the feed with the cost not to exceed $700.00 to Gravity Works. Motion carried.
   c. Amendment to SR-27 Legislative Committee: A marked up version of SR-27 was presented to the board. Motion by: C. Boersma second by: C. Tallman to table the proposed SR-27 changes to allow review. Motion carries. It was requested that the Standing Rules Book be distributed to all board members via email. S. Hillebrand to send out.

8. New Business:
   a. Legislative reception: Tara gave a report as to the number of Representatives and Senators slated to attend. A sign directing attendees to the meet and greet will displayed.

9. Strategic Plan update
10. Goal 1-Continuing Education and Certification/ Website enhancements and on-line education (S. Hillebrand, C. Boersma, L. Hathaway and C. Tallman as Chair) A Survey Monkey has been drafted and will go out to the membership after Free Education Day. Response requested through February 27, 2013.

11. Goal 2-promote Membership and expand involvement (L. Hathaway will review) L. Hathaway reported on the latest membership numbers. As of this date 608 memberships have been received.

12. Director Reports:
   a. President- Discussion on discount for receivership municipalities: D. Kasunic gave his report. A Clerk contacted him requesting a reduction in the membership dues as they are in receivership and looking for ways to reduce expenses. Kasunic will contact the clerk to discuss this situation.
   b. CEO/Legislative-C. Swope presented a full listing of priorities to the Board. Due to the great detail he will present a separate listing to attach to the minutes. C. Boersma and S. Bydalek met with Chris Thomas and BOE staff today. Items discussed were: MOVE ballots-able to receive electronically; On-line registration; allow 16 year olds to register to vote; No reason AV. Elections recap: BOE is looking at new equipment to be rolled out in 2015. This is expected to result in State-wide use of the same voting equipment.
   c. Newsletter/Website-S. Hillebrand reported that the newsletter is out. She is working on the website and requested all board members that have committees to get her the most current listing. Discussion ensued to website training by the board members. C. Swope offered his location for the board to meet with Gravity Works to go thru making changes together.
   d. Ways & Means- S. Hillebrand stated COTY information going out soon.
   e. Membership- Membership Fee-Communities in Receivership/EFM
   f. Education-
      a. Free Education Day (Feb. 12) J. Christian could use more volunteers for Free Education Day. This is scheduled for February 12, 2013 with sessions during the day and a Legislative Reception from 4-6 PM.
      b. Master Academy
      c. Institute Scholarship Approvals- C. Tallman handed out requests for scholarship. Motion by: C. Swope second by: B. Kennedy to approve a scholarship for Cynthia Bower, City Clerk of Taylor. Motion carries. Motion by: J. Hondorp second by: L. Hathaway to deny the request by Cara Laurain, Deputy Clerk Charter Township of Huron. Standing Rules limit the number of Scholarships received to one only. She received a scholarship in 2012.
      d. Institute update- C. Tallman reported that Board members are needed to assist at Basic Institute Sunday, March 17, 2013 for registration, opening session and Monday morning.
      e. Reminder March Board meeting. The Board will hold their regular meeting at the completion of the morning session Monday, March 18, 2013. Please let Tallman know if you need a room or if you are unable to attend.
   g. Conference- S. Bydelak and J. Bigney. Committee met in person at GCSI. They will meet again February 7th at DeWitt. They provided an outline of events to the board.
   h. Past President-J. Hondorp stated that two Township and two City positions are up for reelection and applications need to be submitted by February 28, 2013.

11. Adjourn: Meeting adjourned at approximately 2:53 P.M.

Respectfully submitted,
The next meeting of the MAMC Board of Directors will be held Wednesday, February 20, 2013 at Delta Township at 1:00 P.M.