MINUTES
Michigan Association of Municipal Clerks
Board of Directors Meeting
Linden, MI
October 14, 2011

1. Call to Order
President Joel Hondorp called the meeting to order at 9:00 AM.

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, Education Co-Chair – Joe Bridgman, Conference Chair- Lisa Hathaway, Ways & Means – Sue Hillebrand, Past President – Evan Hope

3. Absent and excused: Membership – Terry Bennet, Education Chair – Cherilynn Tallman, Secretary – Sue Courtade,

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

5. Minutes Review/Approval:
a. September 21, 2011
Motion by S. Hillebrand and seconded by C. Swope to approve the September 21, 2011 minutes as presented. Motion carried without opposition.

6. Treasurer’s Report:
a. Receive September Treasurer’s Report-
Motion by: C. Swope, support by: J. Bridgman, to receive the September 2011 report. The motion carried.

7. Unfinished Business: none discussed

8. New Business

9. Strategic Plan update
a. Goal 1- Membership and Connection to MAMC
  • County Chapter Round Tables-Convener; Joel Hondorp, Champion: October visits were Oakland and Saginaw County’s Clerks groups.
  • Speakers Bureau- Train the Trainer- Convener: Joe Bridgman, Champions: Cherilynn Tallman, Sue Courtade, Mary Bender
  • “Membership Moment”- Convener: Dan Kasunic, Champion: Carolyn Boersma
  • Membership Brochure- Convener: Terry Bennett, Champion: Sue Courtade
b. Goal 2- MAMC Certification-
  Convener: Cherilynn Tallman, Champions: Lisa Hathaway, Chris Swope, Lew Bender
  • Survey education needs of members,
  • Improve education opportunities; offer programs leading to other certifications (ARMA, Parliamentary Procedure, Bureau of Elections, etc.):
c. **Goal 3- Assessment of Support Staff-**
   Convener: Evan Hope, Champion: Sue Hillebrand
   - Design and review process, determine future direction, clarify what is working and not working and report back to the MAMC Board of Directors:

d. **Goal 4- Expand User Friendly Technology-**
   - Convener: Terry Bennett, Champions: Evan Hope, Betty Kennedy, Jeremy Howard
   - Committee Recommendation for web site services.

10. **Director Reports:**
   a. **President-**
   b. **CEO/Legislative-**
   c. **Newsletter/Website-**
      Send information to C. Swope for the website. 3rd quarter newsletter a bit delayed so that information from the planning session can be included.
   d. **Ways & Means**
   e. **Membership**
   f. **Education-** 2012 Education Day – February 1 at the Lansing Center.
   g. **Conference-** The 2012 conference at Great Wolf Lodge will have an Olympic theme “Go for the Gold”. We would like this conference to be family this year as well as an inspiring educational and networking event.
   h. **Past President-** Evan is working on the search for a venue for the 2015 conference.

13. **Adjourn:** The meeting adjourned at 10:05 P.M.

Respectfully submitted,

Carolyn Boersma, CMC

*The next meeting of the MAMC Board of Directors will be held November 16, 2011 at Delta Charter Township.*