MAMC Board of Directors
Monday, March 06, 2017, 12:00 PM
Comfort Inn, Mt Pleasant

1. Call to Order by President Sarah Bydalek

2. Roll Call

Members present: Bydalek, Courtade, Kasunic, Crawford, McManus, Clark, Hathaway, Howard, Perales, Thompson and Wright.

Bydalek report Venema would arrive late.

Motion by Thompson, supported by Hathaway to excuse Bridgman. Motion carried without opposition.

3. Approval of Agenda

   a. Approval of Minutes – February 15, 2017

Motion by Perales, supported by Wright to approve the minutes of February 15, 2017 as presented. Motion carried without opposition.

   b. Treasurer’s Report - Receive Financials

Motion by Clark, supported by Courtade to receive the financial report as presented. Motion carried without opposition.

4. Unfinished Business – Proclamation for Chris Thomas

President Bydalek requested Ways and Means to draft a proclamation to be presented at Summer Conference acknowledging the retirement of Chris Thomas from the Bureau of Elections. Proclamation to be presented for the board’s review at the April meeting.

6. Director Reports: President Bydalek requested the order of reports begin with Membership followed by Ways and Means then revert to the normal order.

Venema arrived at 12:18 pm.

a. Membership/CMMC

GCSI submitted membership report as of March 8, 2017 being 869 members including 850 active, 6 associate, 3 life and 10 honorary. GCSI also reported 3 new CMMC and 1 CMMC recertification applications were received. Included in the report was 230 CMMCs expired December 31, 2016. Since then 49 have been recertified.
Hathaway reported she has been contacted about concerns of clerks applying for MAMC membership or attend events without the approval of their municipality. She asked if MAMC applications should require approval of the municipality. After a brief discussion it was decided not to change the current applications or require municipal approval to apply for membership or to attend MAMC events.

Other items for discussion were retirement and honorary membership requests. She ask if MAMC should set a minimum number of years a clerk has been clerking and proof of retirement before granting an honorary membership. She also suggested adding to the letter awarding the Honorary Membership a statement that should the retiree return to active clerk duties, the honorary membership is rescinded. It was also suggested honorary membership requests include the date of retirement.

Motion by Perales, supported by Wright to require a clerk to be active for (8) eight years and retire from the clerk profession before being granted an Honorary Membership. Motion carried without opposition.

b. Ways and Means

Perales presented revisions to Article IV. It was requested to remove “Co-Chair” and replace with “Vice Chair” to be consistent with other Articles, authorizing the President to appoint the secretary and treasurer annually to be the same as other director positions and correcting the number of directors from (6) six to (8) eight. Revision must be provided to the membership 30 days in advance of the meeting in which the revision shall be voted on. The revision is to be presented to the membership on Free Education Day, April 27th in Mt. Pleasant.

Motion by Clark, supported by Courtade to recommend to the membership the revision of Article IV changing all “Co-Chair” to “Vice Chair” authorizing the President to appoint Directors to the positions of Secretary and Treasurer the same as other director positions and correct the number of directors from six to eight. Motion carried without opposition.

Perales presented revision to SR-29, Nominating Committee. The revision removes from the Application for the Board of Directors secretary and treasurer. The Secretary and Treasurer positions are to be appointed by the President consistent with other director positions.

Motion by Courtade and supported by Thompson to approve the revision of SR-29 removing secretary and treasurer from the Application for the Board of Directors. Motion carried without opposition.

Bydalek requested Perales to send all board members the complete by-laws and standing rules packet when they are revised.

COTY

Five candidates for City Clerk of the Year, Two candidates for Township Clerk of the Year and Two candidates for Village Clerk of the Year. Perales reported she is recording who has voted to prevent voting more than once. Bios and ballots will be available at Institute, Masters, Free Education Day, available on the website, and emailed out soon. Next year we may look into
doing an electronic ballot.

c. President

President Bydalek gave a Region V update reporting 70 attended and she received very positive reviews for the speaker. We were able to raise $470 for the PAC from the sale of MAMC items.

Brief discussion was held about the tax exempt status of MAMC. It was reported that MAMC doesn’t meet the qualification for tax exempt.

Howard asked if there was any MAMC clothing available. It was reported there were only 3 or 4 older tee shirts.

Bydalek reminded the directors to send her their list of duties and a calendar with deadlines for when tasks had to be completed. This is to become a booklet to be given to directors when they are appointed to a position. This will be on agenda for the April 19th meeting.

Courtade stated that she will be expanding on the rolls and duties as the next President. The point is to improve understanding of what everyone’s responsibilities are and what is expected of them. Bydalek talked about meeting attendance as a director and how important it is that director candidates know what they are required to do and how important it is to attend meetings.

Clark suggested attaching to the application all descriptions of the responsibilities for board members. She pointed out that the By-Laws have good descriptions of the responsibilities.

April 1st is the deadline for candidates to submit application for Board of Directors to the nominating committee.

Courtade offered dates for the next Strategic Planning Session of August 17 and 18 or September 14 and 15. The majority expressed preference for the September dates.

Reminder: The conference theme is the “Roaring Twenties”.

d. CEO / Legislative

No report, no meeting this month.

e. Newsletter / Website

Venema stated April 15th is the deadline for the next newsletter. The newsletter will include the Summer Conference information. She also reported she has received several requests to join the MAMC Facebook and how important it is for the requesting member to indicate they are a MAMC member. The MAMC Facebook is restricted to MAMC members.

g. Conference

Howard reported everything is on track for the conference. Burnham & Flower will host a
reception at Bells Brewery on Tuesday night. Crowd Compass and Event Bright are about ready to go. Setting up meeting for conference committee and volunteers. Conference gift will be duffle and toiletry bag with the MAMC logo.

Thompson showed the board a shirt her municipality is wearing and suggested it for us to consider. Size samples will be brought to the next meeting.

Reservations for rooms at the Kalamazoo Radisson are available.

The Board will meet before the conference Monday, June 19, 2017 at 6 pm. Location of the meeting is to be determined.

h. Education

Clark reported the first session at Free Ed Day will be the BOE presenting Lessons Learned from the Recount. She will finalize the afternoon session later this week.

Conference will be mostly non election topics with the exception the BOE has requested the opportunity to present training on ballot preparation. Other topics include Cyber Security and GASB 75. There is an open sessions and asked for ideas from board members.

Scholarship application to attend the 2017 Summer Conference were received from Kristine Bolzman of the City of Saginaw and Kayla Randle of the Village of Farwell.

Motion by Clark, supported by Courtade to grant scholarships to attend the 2017 Summer Conference to Kristine Bolzman of the City of Saginaw and Kayla Randle of the Village of Farwell. Motion carried without opposition.

i. Past President

No report.

7. Adjournment

President Bydalek asked for any other business to come before the Board. Hearing none the meeting was adjourned at 2:20 pm.