CALL TO ORDER: The meeting was called to order at 12:11 p.m.

ROLLCALL/EXCUSED ABSENT BOARD MEMBERS: Members Present: Howard, Swope, Clark, Smith, Kasunic, Thompson, Ryska, Kean, Beaudry, Enbody, McManus, and McMillen.

Members Absent: Wit.

Others Present: GCSI Representative Tara Paksi.

MOTION by Kasunic, SECOND by Smith, to excuse member Wit. Motion carried unanimously.

APPROVAL OF AGENDA: The agenda was approved by consent.

APPROVAL OF MINUTES: MOTION by McMillen, SECOND by Kasunic to approve the September 25, 2019 minutes as presented. Motion carried unanimously.

TREASURER’S REPORT: The September 2019 financial reports were reviewed.

MOTION by Thompson, SECOND by Ryska to approve the September 2019 Financial Reports as presented. Motion carried unanimously.

UNFINISHED BUSINESS:
   a. Vendor Issues / Action – Board members discussed vendor conduct expectations due to complaints received by conference attendees and venue hosts.

MOTION by Clark, SECOND by Thompson to send a letter to STG (Shumaker Technology Group) as discussed by the board. Motion carried unanimously.

NEW BUSINESS:
   a. CMMC/MiPMC and levels – Board members discussed the CMMC program and reviewed the notes from the Strategic Planning Session held in September.

MOTION by Swope, SECOND by Ryska, to rename the CMMC program to MiPMC (Michigan Professional Municipal Clerk); to eliminate the expiration of certifications within the program; to add levels according to point structure – level 2 requiring 20 points and each additional level requiring 50 points with the points for each level to be earned after the most recent certification*; members with CMMC will become MiPMC and members who have recertified once in the CMMC program will become MiPMC level 2.
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*During the transition period in 2020 that those that have not previously recertified and submit more than 20 points will receive a certificate for the points over 20 as an exception to the rule that points for each level must be earned after the most recent certification. Motion carried with Thompson opposed.

b. Future Meeting Dates
   1. December (Holiday) – The December Board of Directors Meeting will be December 11, 2019 at 11:00 a.m. and will be held at the home of board member Stephanie McMillen.
   2. March (Institute) – Board members should review the March Institute dates to determine their availability in order to help with Institute registration and set-up.

DIRECTOR REPORTS:

PRESIDENT: Howard thanked everyone for their work during the Strategic Planning Session and encouraged members to review the notes from the session. The ethics policy was discussed and McMillen will bring suggestions for review at the next meeting.

CEO/LEGISLATIVE: Swope and Clark reported on the recent meetings of the CEO and Legislative Committees.

MOTION by Swope, SECOND by Ryska to add the following items to the MAMC Legislative Priority List:
   • Remove the requirement of issuing a challenged ballot to voters registering in the fourteen days before an election.
   • Remove the signature requirement in order for an absentee voter to obtain a replacement ballot.
   • Allow Clerks the ability to begin preparation of absentee ballots for tabulation prior to election day.
   • Support HB 5031 – to allow more options regarding locations that can be used as polling places.
   • Support HB 5032 – to increase the number of voters per polling place from 2,999 to up to 5,000.
Motion carried unanimously.

NEWSLETTER/WEBSITE: Board members discussed obtaining proposals from other vendors to upgrade the website. Proposals will be discussed at a future meeting. Smith is working with GCSI staff to refresh the newsletter. The fall newsletter will be mailed to the entire membership. Newsletter drafts will be sent to members for review prior to publication.

MEMBERSHIP/CMMC: Beaudry distributed member reports as provided by GCSI noting a record high membership of 910 active members and a total of 952 members including Life, Honorary, and Associate members.

CONFERENCE: Thompson distributed registration gift samples and reported that the committee is reviewing the contract and waiting for some further information from Mission Point.

WAYS & MEANS/COTY/MEDIA: The COTY information will be sent out in December requesting nominations. Board members discussed the option of expanding the COTY award to include a Deputy Clerk category. McMillen will draft an update to the bylaws to include the Deputy category to be considered by the board at the November meeting.

EDUCATION: Ryska and Kean reported on the addition of a second week of Institute, beginning in March 2020 and distributed the Institute schedule. The committee is working on conference education sessions and working with the conference location the addition of a fourth break-out session due to high attendance expectations. The committee also has a tentative line up for the December 2020 Masters Institute and is working with IIMC on curriculum approval.

PAST PRESIDENT: Kasunic asked members for direction on future locations and multiple-year options. It was determined that a formal proposal for a multi-year contract will be requested from the Grand Traverse Resort, Acme.
**NEXT MEETING:** The next meeting of the MAMC Board of Directors will be Wednesday, November 20, 2019 at Delta Township.

**ADJOURN:** The meeting adjourned at 3:10 p.m.

[Signature]
Rachelle D. Enbody, MAMC Director-Secretary