1. Call to Order:
The meeting was called to order at 8:06 a.m. by President Joe Bridgman.

2. Roll Call:
President-Joe Bridgman, 1st Vice President-Sarah Bydalek, 2nd Vice President-Susanne Courtade,
Director-Mary Clark, Director-Holly Thompson, Director-Jennifer Venema, Director-Jeremy Howard,
Director-Lisa Hathaway, Director-Anna Perales (Late arrival 8:16 a.m.), Director-Lanie McManus,
Director Leon Wright.
Motion by M. Clark, support by S. Bydalek to excuse Chris Swope and Dan Kasunic. Motion carried without opposition.

3. Approval of Agenda:
Motion by S. Courtade, support by S. Bydalek to approve the agenda with the following amendments:
Removal of the PNC presentation and addition of a short discussion on the recording secretary position as new business item 7C. Motion carried without opposition.

4. Approval of Minutes:
Motion by S. Courtade, seconded by L. Hathaway to approve the Minutes of December 17, 2015 as presented. Motion carried without opposition.

5. Treasurer’s Report:
Motion by S. Courtade, support by S. Bydalek to receive the financials as presented. Motion carried without opposition.

6. Unfinished Business:
a. President Bridgman reported the Association should have a booth at the MTA conference. MAMC Board members will man the booth during the expo hours on Wednesday and Thursday. Confirmation has not been received by M. Clark regarding set up times. She will follow-up with the MTA Board. Board member shirts have been received and will be disseminated at the next meeting.
Motion by L. Hathaway, support by A. Perales to approve the purchase of two $50.00 gift cards with the addition of a third MAMC logo item, if available, as giveaways at the MTA Expo. Motion carried without opposition.
J. Venema will set up the booth with the assistance of S. Courtade and L. Wright. Set up times are Tuesday between 1:00 p.m. and 4:00 p.m. and Wednesday from 7:00 a.m. until 9:00 a.m. J. Venema will create a flyer regarding free education day, conference and Institute as a handout at the Expo.
b. L. Hathaway reported on the Gravity Works contract regarding the phase III upgrade. The upgrade is an add-on the website that would allow upload to the membership files certificate information by members and the MAMC. Certificates could then be printed by individual members. It also allows archiving of classes attended for easier tracking for CMC, CMMC, and MMC certification.

Motion by S. Bydalek, support by S. Courtade to move forward with the Gravity Works Contract in the amount of $2225.00 to implement the course tracker feature (Phase III) and designate L. Hathaway as the coordinator for the project. Motion carried without opposition.

7. New Business:
   a. An application for honorary membership by Betty Morlock has been received and vetted. The applicant meets all qualifications for such designation. L. Hathaway would like to further develop SR41 to included clarification that honorary and life membership applications are to be forwarded to the membership chair and require applicants to provide a narrative on their qualifications to receive such designation. Further discussion on proposed changes to SR41 will be discussed at the February meeting.

Motion by L. Hathaway, support by S. Bydalek to approve Betty Morlock’s application for honorary membership. Motion carried without opposition.

b. The board is in receipt of a scholarship application to attend Institute by Mary Fonkert. The applicant has been vetted and meets all qualifications.

Motion by S. Courtade, seconded by A. Perales to approve the full scholarship to Institute for Mary Fonkert. Motion carried without opposition.

c. L. Wright requested member consideration of adding a recording secretary to allow complete interaction and engagement by all board members. Further discussion will occur at a future meeting when it will appear as an agenda item.

8. Directors Report:
   a. President:
   b. CEO/Legislative:
      Additional discussion among legislators and MAMC are occurring. Amendments to SB571 are forthcoming.
   c. Newsletter/Website: Newsletter articles are due January 15, 2016
   d. Membership/CMMC Program:
      CMMC designations are currently at 172. MAMC membership at the end of 2015 was at 949. Currently 635 renewals have been received. A mail chimp notification will go out reminding members of the membership renewal.
   e. Conference:
   f. Ways & Means:
   g. Education
   h. Past President:

9. Adjournment:
   Meeting adjourned at 9:04 a.m.

Leon Wright, MAMC Secretary