Letter from the President

It is that time of year again. My very favorite season! As the weather turns cooler, all of nature puts on an art show. Ahhh, lovely!!

Now back to reality; school started again with all of its bustling activities, another election, employee benefits need to be reviewed, employee evaluations, start the budget process for the next fiscal year, accounts payable, payroll, general ledger, business licenses, liquor licenses, minutes, agendas and meeting packets, and on and on and on….

In our Clerk profession, we are very busy with all of the daily tasks. It becomes very easy to make this an excuse for not attending the much needed educational seminars that will help us do our jobs more efficiently. Michigan law is ever changing. It is vitally important to keep current and informed. That is why a membership with the Michigan Association of Municipal Clerks (MAMC) is so important. We are a group of Clerks helping each other.

“The purpose of the Michigan Association of Municipal Clerks Board of Directors shall be to promote, enhance, and encourage the professional development and standing of municipal clerks through cooperation, communication, education and training by utilizing seminars, institutes and meetings; to promote and encourage improvement of methods and procedures of duties performed by Clerks; and to address legislative matters relating to the Municipal Clerk’s responsibilities.”

A membership application is enclosed. Please consider joining. I guarantee that you will be happy that you did.

We would like to thank Sue Hillebrand for all her years of dedicated service on the MAMC Board. Sue was the Ways and Means Director for most of her tenure on the Board. After the 2012 election, she was appointed to fill Joe Bridgman’s position as 3rd VP. Sue resigned her position as 2nd VP in September.

The Board appointed Joe Bridgman as 2nd VP. Welcome Back Joe!

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Capitol Update

House Passes Bill to Raise Recount Fees
The price of a recount would go up under legislation overwhelmingly passed by the House 95-9 last month. The bill was unanimously reported from the House Elections and Ethics Committee in June. House Bill 4833, sponsored by Rep. Kurt Heise (R-Plymouth), increases the costs paid by a petitioner in a recount case and creates a two-tier fee for a recount. For those close contests where the outcome could reasonably be in question, the bill proposes increasing the recount fee from $10 to $25 per precinct. Those close contests are defined in the bill as contests where the vote differential is 50 votes or 0.5 percent of the total votes cast in the race, whichever is greater. For those contests where the results are really not in question, but the losing candidate calls for a recount for other various reasons, the cost to recount the precinct would be $125 per precinct. This fee is a closer reflection of what the actual costs of conducting a recount are. The intent in creating a two-tier approach is to not financially penalize a candidate or petitioner who calls for a recount when the vote differential is reasonably close. The bill was referred to the Senate Local Government and Elections Committee where a hearing is expected later this fall.

Senate Passes Bill Changing Local Library Board Elections
Legislation to update an 1887 law governing the establishment of local library boards was introduced in the Senate in September. Senate Bill 546, introduced by Sen. Dave Robertson (R-Grand Blanc), makes several changes to the election of local library boards. First and foremost, the bill clarifies that a member of a library board organized under this Act must be at least 18 years of age and must be a qualified elector, meaning a registered voter and resident. Second, the bill establishes that if a city or village holds elections every four years, that the term of a library board member will be four years. Currently, statute does not provide for a four-year term for a city or village library board, yet there are several. Finally, the bill clarifies that if a city or village moves to an even-year election date, that the library board would follow and move its date automatically.

Bills to Require Disclosure of Impact on Locals
Lawmakers would at least be aware of the impact that their bills have on local governments before voting on it under a bi-partisan, bi-cameral package of bills introduced last month. The bills would create a process whereby future legislators could at least consider the financial impact bills have on local government before passing the bills. The bills, House Bills 5059 and 5060 and Senate Bills 495 through 497, would establish a so-called "Local Government Mandate Panel" within the Legislative Council. The panel of state officials and local government representatives would be responsible for reviewing bills and developing written estimates of the increased costs on local governments that would result because of the bill or bills. The panel would feature the director of the House Fiscal Agency, the director of the Senate Fiscal Agency, the director of the Department of Technology, Management and Budget and representatives of counties, cities, townships, school districts and community colleges.

Then, under the fiscal note process, the chair of the mandate panel described above would be required to inform the all members of the Legislature of the costs before a vote occurs on third reading. The process would essentially require lawmakers to take into account a more definite number representing the financial impact for locals before deciding whether to support a bill. If legislation were enacted that imposed a requirement on local units without following the requirements in the bills, local units would not be required to comply until the so-called financial estimate process were followed. And if a local government refused to provide a new service under state law, the local government would
have to file suit within one year of the date for which the local unit was required to begin the implementation. The bills have not yet been scheduled for hearings.

Bills Would Modify What Constitutes State ID

Legislation introduced in both the House and Senate would amend the MCL 168.523 of the Michigan Election Code to expand the definition of Official State Identification. Under the legislation—Senate Bill 467, introduced by Sen. Jim Ananich (D-Flint) and House Bill 4938, introduced by Rep. David Knezek (D-Dearborn Heights)—voters would be allowed to show other pieces of identification in order to prove identity. Those additional pieces of identification include: expired drivers licenses, a military ID, a Michigan Bridge Card (EBT card), a paycheck, utility bill, a bank statement, a debit or credit card, a retirement center ID, a neighborhood association ID, a student ID, an employee ID, a permit to carry a weapon, or a unemployment benefits debit card. The bill does not specify that the newly expanded list would need to include a picture of the person.

Under current law, only an official state identification card, a state issued driver's license or other generally accepted picture ID is accepted. Voters who do not possess one of these IDs are permitted to vote by signing an affidavit of identity. By expanding the list of what constitutes official state ID, individuals could vote without signing the affidavit of identity that voters sign when they don't have ID that meets the law.

The bills were referred to the House Elections and Ethics Committee and the Senate Local Government and Elections Committee.

Want to know what your Board of Directors are discussing? Check out the approved minutes from our monthly board meetings at: michiganclerks.org.

You could read through: Directors reports, Treasurer’s report, Education and Conference planning, website and forum updates, and so much more.

Log on now to be informed.

Susanne M. Courtade, CMC
East Bay Charter Township
MAMC Secretary

MAMC membership benefits your bottom line

In these days of tight budgets, it's great to find a bargain. Membership in the Michigan Association of Municipal Clerks (MAMC) can help you save up to $150 on your education certification fees alone. But the benefits don't end there.

By joining or renewing your membership, you can:
- Save $25 on Master Academy or $50 on Clerking 101 tuition
- Save $100 on Thursday-only or full Conference fees
- Qualify for Conference and Institute scholarships
- Attend Free Education Day

In addition to these savings, your membership benefits also include increased legislative influence, forum, networking, website, resources, and more.

All this for a $50 individual membership for municipalities with populations less than 5,000; $60 for those with populations greater than 5,000.

Don't put off joining or renewing your membership a moment longer. Complete and return the enclosed form today or apply online. Online payment is also available. For more information, visit www.michiganclerks.org. Or contact Lisa Hathaway, MAMC Director – Membership at lhathaway@gpwmi.us; (313) 343-2447.

Membership Directory

The Membership Directory is a fantastic resource, and you will find it on the MAMC website at www.michiganclerks.org. With its search capability, you can use it to reconnect with a member you met while networking at one of our events; and they can locate you too.

MAMC also uses the Directory database to send out mailers, notices, and e-blasts regarding the important works of the Association, such as event updates or changes, news from the Board of Directors, surveys and general communications. Because of this, it is important for you to maintain current information in your profile. Please log in today, and check your contact information for accuracy.

Lisa Kay Hathaway, MMC
City of Grosse Pointe Woods
Membership Chair
2014 MAMC Conference planning is rollin’ with a Motown theme!

President Carolyn Boersma has chosen a Motown theme for the 2014 annual conference. Since Conference will be held in Grand Rapids in 2014, my co-chair, Jennifer Christian, and I have brainstormed different ways of tying this theme to the locale of Grand Rapids and the landmark Grand River. I’ll give all the kudos to Jen though, since she has once again come up with a great tag-line:

“Rollin’ on the River”

While “Rollin’ on the River” (a lyric from the song “Proud Mary”) and Tina Turner are not exactly “Motown”, Carolyn agrees this tag-line fits the theme we were shooting for.

This tag-line has generated a lot of excitement for us with the Conference planning process because it can also be related to white water rafting on the Grand River. Think about rafting for a minute. Some of the recommendations for white water rafting are:

- don’t go alone
- research the rules & regulations
- understand how rough the water is
- stay hydrated
- and know your strengths

These are all tips that we can use in the everyday ‘ride’ we take as municipal clerks. You can be sure we will incorporate these tips into the time you spend learning during Conference next year!

So, be sure to mark your calendar now for June 24 – 27, 2014 for our annual MAMC Conference. Also, note that the 2014 Conference is the FOURTH week of June next year instead of our typical third week of June. You can also book your rooms now at the Amway Grand by calling: 800-253-3590 or 616-776-6450 and using Reservation Code: 10L5FB.

The Amway Grand website address specific to our group is: [https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=10721434](https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=10721434)

Financial Report

Betty Kennedy, MMC
Village of North Branch
Treasurer

MAMC - Financial Report for September 2013

<table>
<thead>
<tr>
<th>Bank Statement</th>
<th></th>
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<tbody>
<tr>
<td>Beginning Balance</td>
<td>$123,628.97</td>
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<tr>
<td>Deposits/Credits</td>
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<tr>
<td>Interest</td>
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</tr>
<tr>
<td>Withdrawals</td>
<td>3,871.66</td>
</tr>
</tbody>
</table>

Ending Balance

*Main Bank Account: $119,875.31

Total Funds: $119,875.31
Nelson Mandela said, “Education is the most powerful weapon which you can use to change the world.” I completely agree with Mr. Mandela and have a strong desire to focus on the quality and variety of education offered to Michigan Clerks. This passion caused me to apply for the recent opening on the MAMC Board of Directors. I am humbled by the appointment and look forward to serving the members of the MAMC along with the Education Co-Chair Dawn Walker.

I would like to first give honor to Cherilynn Brown as the previous Education Chair. Cherilynn worked tirelessly and unselfishly to help strengthen the education that we received the last few years. It’s not easy to find classes and speakers that appeal and apply to all of us. Thank you, Cherilynn, for all that you did as Education Chair.

As Dawn and I look at the events of 2014 and make plans for them, we are looking for the input of our fellow Clerks. We would like to form a small committee that has representation from various sizes and types of government. If you are interested in serving, please email me at bartont@rochesterhills.org. Additionally, if you have ideas for classes or have heard a dynamic speaker, please send your suggestions our way.

As Clerks, our jobs and environments are constantly changing and continued education is a must. Being actively involved in MAMC classes, institutes and conferences makes us each better prepared to serve. With every class we take, we are not only investing in ourselves but our communities. I look forward to representing all of you and welcome your feedback and ideas.

MAMC Website Updates

We are working hard this year to continue improvements to the MAMC website.

**FORUM:** We are in the process of updating the Forum folders, please be patient as we work through this process. To reply to Forum messages please remember to click the link at the bottom of the email. This will take you to the website and the thread for that particular topic. **Do not reply directly to the emails as it will not post to the Forum.**

**Forum Tip:** Forum emails filling your inbox? One solution is creating an email folder and having those messages directed there instead of your inbox.

**OTHER CHANGES:**
- Once you enter your *username* and *password*, you should not have to re-enter it each time you go to the MAMC website. If you have forgotten your password click “Forgot Password” and your password will be sent to the email we have on file. If your username and password are not working please contact us at info@michiganclerks.org.
- We are working on streamlining online payment options for our membership application and registration for our institute and conference.

If you have any comments or feedback regarding changes you would like to see on the website, please email Sarah Bydalek at sbydalek@ci.walker.mi.us.
Update: Bylaw Change Postponed at Conference During General Membership Meeting

MAMC members voted to postpone consideration of a change to the Bylaws, Article V, Section 3, to limit the number of conference calls permitted for attendance at board meetings for MAMC. The Board of Directors discussed the issue further at its July meeting and voted unanimously to leave the bylaw unchanged, with no limit on the number of times a director may participate in a meeting via phone conference or similar method. However, in recognition of the Board's desire to encourage in-person attendance at meetings, a standing rule, or policy, was enacted asking that directors limit their electronic participation in meetings to no more than twice a year.

Clerk of the Year

All Active Members of the MAMC will be allowed to vote for Clerk of the Year. The MAMC Board has amended its Standing Rules to clarify that each Active Member is allowed one vote. The amendment also clarifies that nominees must be Active Members of the MAMC.

The deadline for nominations for the 2014 Clerk of the Year awards is December 2, 2013. We have moved the nominating deadline up in order to encourage member participation in the voting process. Members will have the opportunity to vote in person for the Clerk of the Year nominees at Free Education Day, the Michigan Municipal Clerks Institute and the Master Municipal Clerks Institute. Members will still be able to vote by mail. Awards will be presented at the Clerk of the Year dinner at our annual conference in June.

Seeking Nominations for 2014

City Clerk of the Year
Township Clerk of the Year
Village Clerk of the Year

The Michigan Association of Municipal Clerks (MAMC) Board of Directors has issued a call for nominations for the annual City, Township and Village Clerk of the Year awards. The Nomination deadline is December 2, 2013.

If you know of a clerk whom you believe has the professional and personal qualities to which all clerks should aspire, please nominate them in the appropriate category (city, township or village) for this award.

The Clerk of the Year Nominating Committee review the nominations based on the criteria listed below and select a maximum of five (5) candidates in each municipal category for placement on the annual Clerk of the Year Ballot. The ballots are prepared and available to MAMC members throughout Michigan. The following criteria are evaluated for placement on the ballot and should be addressed by the nominating individual:

- Years of experience as a municipal clerk;
- Demonstrated greater-than-average performance in the position;
- Active in county, state and national associations;
- Demonstrated interest in improving their professional and personal skills, and in the advancement of the profession;
- A record of contributing to the improvement of their community and the respect of community leaders.
- Nominee must be an active member of the MAMC in both 2013 and 2014.

The nomination form is available at www.michiganclerks.org. You do not need to be a clerk to submit a nomination. Nominations will be accepted, and are encouraged from mayors, supervisors, presidents, managers, council members, board members, staff, peers, etc. Receipt of the nomination form will be confirmed. If you have not received confirmation by the December 2nd deadline, please contact Cherilyn Brown (contact information is listed below).

Completed nomination forms must be postmarked, email, or fax receipted by Monday, December 2, 2013. Late submissions will not be considered. Please send completed nominations to the following address, or email to: cbrown@ferndalemi.gov or fax to: 248-546-2369

Clerk of the Year NOMINATION

C/O Cherilyn Brown, City Clerk

City of Ferndale

300 E. Nine Mile Road

Ferndale MI 48220

Phone: 248-546-2381

The 2014 awards will be presented on Thursday, June 26, 2014 at the MAMC Annual Conference in Grand Rapids.
**2013-14 MAMC Board of Directors**

**OFFICERS**

Carolyn Boersma, CMC  
*President*  
Spring Lake Township (Ottawa)

Chris Swope, CMC  
1st Vice President  
*Chair, CEO Committee*  
City of Lansing (Ingham)

Joe Bridgman, MMC  
2nd Vice President  
*Chair, Legislative Committee*  
Huron Charter Township (Wayne)

Sarah Bydalek, CMC  
3rd Vice President  
*Chair, Newsletter/Website*  
City of Walker (Kent)

**DIRECTORS**

Susanne Courtade, CMC  
*Secretary*  
East Bay Charter Township (Grand Traverse)

Jennifer Christian  
*Co-Chair, Conference Committee*  
Caledonia Charter Township (Kent)

Betty L. Kennedy, MMC  
*Treasurer*  
Village of North Branch (Lapeer)

Lisa Kay Hathaway, MMC  
*Chair, Membership*  
City of Grosse Pointe Woods (Wayne)

Tina Barton, CMC  
*Chair, Education Committee*  
City of Rochester Hills (Oakland)

Dawn Walker, CMC  
*Co-Chair, Education Committee*  
Lapeer Township (Lapeer)

Judy Bigney, MMC  
*Chair, Conference Committee*  
Algoma Township (Kent)

Dan Kasunic, CMC  
*Past President*  
City of Kentwood (Kent)

J. Cherilynn Brown, CMC  
*Chair, Ways & Means/Media Relations*  
City of Ferndale (Oakland)

**Event Calendar**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 27</td>
<td>Free Education Day</td>
<td>Lansing</td>
</tr>
<tr>
<td>March 9 - 14</td>
<td>Institute</td>
<td>Mt. Pleasant Comfort Inn &amp; Suites</td>
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<tr>
<td>March 18 - 20</td>
<td>Master Academy</td>
<td>Mt. Pleasant Comfort Inn &amp; Suites</td>
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<tr>
<td>May 18 - 22</td>
<td>IIMC Conference</td>
<td>Milwaukee</td>
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<tr>
<td>June 24 - 27</td>
<td>MAMC Conference</td>
<td>Amway Grand, Grand Rapids</td>
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*Fall 2013*
It’s coming...
The Certified Michigan Municipal Clerk Program (CMMC)
Watch for more details!

Application Enclosed!

MAMC Membership

Quarterly Newsletter

Michigan Association of Municipal Clerks
120 N. Washington Sq., Suite 110A
Lansing, MI 48933

WWW.MICHIGANCLERKS.ORG