



11/13/2018

The Michigan Association of Municipal Cemeteries, Board of Directors meeting was held on November 13th, 2018 at the City of Grandville, Public Works Building. The meeting was called to order at 10:20 a.m. by President Suzanne Rowland.

Roll call was taken with the following members present: President Suzanne Rowland, Vice President Stacy Loar-Porter, Secretary/Treasurer Kirk Caithamer, Board Members: Tom Drougel, Al Dumond, Kevin Gebhard and Michelle Mohney. Absent were Board Members Debra Cloud and Kathy Funk.

The minutes from last meeting were read by Caithamer. Motion to accept was made by Gebhard and 2nd by Dumond. 7 yeas and 0 nays, carried.

The financial report was read by Caithamer. Motion to accept was made by Loar-Porter and 2nd by Gebhard. 7 yeas and 0 nays, carried.

Business:

1. Caithamer reported that 101 people attended the Annual Conference and 56 membership groups were represented. \$10,341.00 was received and \$10,408.91 was spent. Net loss -\$67.91.
2. The Board reported receiving great feedback on the Conference. Loar-Porter is going to send out a survey to the Members that attended for their feedback.
3. The idea of moving the City gift exchange from the evening banquet time to the lunch time period was discussed by the Board. Having a themed Annual Banquet will be looked into by Caithamer with the resort to see if it is feasible. The Board was satisfied by the way the Conference proceeded and did not see the reason for any major changes for 2019.
4. The Conference location for 2019 will be The Great Wolf Lodge, Traverse City, MI. The dates will be August 14th ~ August 16th.
5. The Board talked in length about different presentations that could be made at the 2019 Conference. Rowland made the following assignment to Board members to see if they could lock in speakers to attend the 2019 Conference: Loar-Porter, knotweed. Dumond, Native American burials. Mohney, Veterans Administration. Caithamer, funeral home director and MTA representative. Until the speakers are confirmed and Conference brochure is complete, the Board thought sending a "save the date" card would be a good idea. This would be put in the Membership mailings.
6. 2019 Conference registration fees were table for now. The Board will wait until menu prices come out for 2019 to make a decision. Loar-Porter will look into availability and how much it would cost to have an on line registration on the MAMC web site.
7. The MAMC general fund will spend \$300.00 on door prizes again for the 2019 Conference. Loar-Porter and Caithamer will be in charge of getting them.
8. 2020 Conference locations were looked at. Rowland asked if we should stay at The Great Wolf Lodge for another year or look elsewhere. No clear movement was made on another location. Rowland and Caithamer will talk to The Great Wolf Lodge to work on an extension if it makes financial sense. Loar-Porter mentioned 2020 Presidential Elections as something to look at when choosing dates.
9. Cemeterians of the Year Nominations are now taking place. Rowland will put a reminder in the Presidents letter to the Membership that will go out in January 2019. The deadline for a nomination will be May 1st, 2019.
10. Loar-Porter asked for more information from the Board for the web and Facebook sites.

11. Loar-Porter reported that the web site was current as she could make it. She was waiting for information from Caithamer to update Membership list, minutes, new Membership forms, etc. Caithamer said he would get those to her in the beginning of the New Year.
12. Drougel made a presentation on the work he had done on the MAMC Bylaws. A Bylaw committee will be headed up by Drougel along with Mohny. A deadline of August 14th was made by Rowland to finish Bylaw corrections.
13. Rowland spoke about getting a document retention policy, new Board Member packets and Board Member position descriptions in place.
14. Rowland talked about the Nonprofit Network and asked were we thought our Association was in their Life Cycle Chart. The Board felt that we were in the Adolescent-Growing / Mature -Sustainability range.
15. Rowland review a few old MAMC letters that she had found.
16. Caithamer reported that he did not have the final numbers on the Liability and D & O Insurance that the Association was looking at purchasing. Caithamer stated that he should have them soon and would like to have an e-mail vote on it, before the end of the year.
17. Caithamer stated that the MAMC computer was beyond repair and would like to get another. Mohny asked that \$700.00 be allowed for the new computer and software. Motion made by Gebhard and 2nd by Drougel. 7 yeas and 0 nays, carried.

Miscellaneous Business:

1. Future meeting dates. June 11th, 2019 and August 14th, 2019, August 15th, 2019.

The next meeting was confirmed for February 12th, 2019 at The City of Grandville Public Works Building. The meeting start time will be at 10:00 a.m.

Motion to adjourn was made by Dumond and 2nd by Gebhard. 7 yeas and 0 nays, carried.

12:30 p.m. Meeting ended.

Kirk Caithamer
Secretary/Treasurer
MAMC

Note: An e-mail vote was held on December 17th, 2018 for entering into an agreement with West Bend Insurance Company to purchase one year of Liability and D & O coverage for \$700.00. A motion was made by Caithamer and 2nd by Rowland. 8 yeas and 0 nays, carried.

These minutes have not been approved by the MAMC Board at this time.