



10/18/2023

The Michigan Association of Municipal Cemeteries Board of Directors meeting was held on October 18<sup>th</sup>, 2023 at the Watertown Charter Township Hall. The meeting was called to order at 10:35 am by President Suzanne Rowland.

Roll call was taken with the following members present. Officers: President Suzanne Rowland and Secretary/Treasurer Kirk Caithamer. Board Members: Dan Carter, Andy Case, Heather Cooley, Vickie Hauff and Blayn Szyska. Absent were Vice-President Elizabeth Whitt, excused and Nick Bailey, resigned.

#### **President Notes:**

Rowland welcomed everyone and reminded them of the three primary legal duties that Nonprofit board members have. They are duty of care, loyalty, and obedience.

Rowland also accepted the resignation of Nick Bailey from the board. The demands of work and family were the given reasons.

#### **Minutes & Financial Reports:**

The minutes from the August 15<sup>th</sup>, 2023 were read by Rowland. Motion to accept, with corrections, was made by Caithamer and seconded by Case. 7 yeas and 0 nays, carried.

The minutes from the August 16<sup>th</sup>, 2023 were read by Rowland. Motion to accept, with corrections, was made by Caithamer and seconded by Hauff. 7 yeas and 0 nays, carried.

The financial report was read by Caithamer. Motion to accept was made by Hauff and seconded by Case. 7 yeas and 0 nays, carried.

#### **Business:**

1. **2023 Conference Wrap-Up.** Caithamer reported that 115 people attended this year's conference and 73 membership groups were represented. Conference site costs to the Great Wolf Lodge were \$21,110.94. Conference lanyards, board member shirts, door prizes and speaker fees added up to \$1,896.78. The final revenue numbers for the conference have not been submitted by Whitt at this time.

The overall feed back on the speakers and topics from the members attending was positive. There were a few comments about the lack of food and drink availability during meal times. It was also asked by some, if the rooms could be closer to the main conference area. Many guest rooms were located on the other side of the lodge.

There are a couple ideas for the MAMC board to consider for next year's conference. Having the registration table be better staffed and organized. Breaking down the sessions/topic into workshops to better serve the attendees. More of an effort by the board to meet and greet with our vendors.

2. **2024 Conference Items:**
3. **Location.** Former President Caithamer and Secretary/Treasurer Whitt have signed the contract to hold our next conference at the Bavarian Inn, Frankenmuth. The dates will be August 21<sup>st</sup> thru August 23<sup>rd</sup>.
4. **Topics/Seminars.** Everything cemetery related, Cindy Dodge. Green Burials, Russ Burns. Genealogy, Daniel Earl. Cemetery design, Patricia Cornelisse. Sacred burials, Dr. David Nichols. Civil War grave restoration, Gary Gibson. Fallen officer burials, Dan Foley. Great Lake National Cemetery, Eric Crawford. These topics and presenters were all discussed and will be reported on at the next meeting.
5. **Registration Fees.** \$159.00 per adult for the entire conference. \$69.00 per child for the entire conference. \$149.00 per adult for attending Thursday's part of the conference. \$50.00 per vendor to rent table space. Motion to accept was made by Hauff and seconded by Cooley. 7 yeas and 0 nays, carried.

6. **Themed Banquet.** Revisit this for the 2025 conference if it's back at the Great Wolf Lodge. The Bavarian Inn has a theme all its own.
7. **Door Prizes.** The MAMC general fund spent \$600.00 on door prizes for the 2023 conference. Cooley asked that we wait until the next meeting to see what our year end totals are before we decide on how much to spend for the next conference, tabled.
8. **2025 Conference Location.** Caithamer had just received a contract offer from the Great Wolf Lodge of Traverse City and presented the highlights to the board. Caithamer will contact the sales coordinator to work on a final version of the contract for the conference. It will be presented again at the next meeting for the board's consideration. The dates would be August 20<sup>th</sup> thru August 22<sup>th</sup> 2025.
9. **2024 Cemeterian of the Year Award.** Nominations will be accepted until May 6<sup>th</sup>, 2024.
10. **Website Manager.** Lindsey Vander Vlucht will continue to manage the site. She was hired in the spring of 2023 and done what has been asked of her. Her rate is \$30.00 per hour.
11. **Facebook Manager.** Cooley will take over the MAMC page.
12. **MAMC Liability / D & O Insurance.** Caithamer stated that the renewal rates for 2024 would be \$850.00. The rate would be the same as it was in 2023. Other insurance companies were looked at and the current one, West Bend, still had the best rates.
13. **MAMC Bank Accounts.** Caithamer will get with President Rowland to have her name put on the savings and checking accounts. The accounts are held by Huntington Bank.
14. **Membership Dues.** Caithamer asked the board to keep the dues fee of \$45.00 the same for 2024. Motion to accept was made by Hauff and seconded by Cooley. 7 yeas and 0 nays, carried.
15. **Allied Industry Membership.** The question arose whether we should include funeral home directors as members. The pros and cons were discussed in length. The idea was tabled for now. Carter and Caithamer will continue to investigate this.
16. **Board Member Opening.** Nick Bailey has resigned from the board in good standing. Wendy Meldrum from East China Township, showed interest in joining the board when the MAMC was looking to fill multiple positions at this year's conference. Blayn Szyska, also from East China Township will reach out to her and then let President Rowland know if she still wants to be part of the MAMC board.
17. **MAMC Forms.** Bylaws and policies will be emailed to all the board members.
18. **Vendor Point Person.** Hauff will work with Caithamer at the 2024 conference to become the go to person for the vendors needs during the conference.
19. **Email Manager.** Cooley has offered to help Caithamer with this.
20. **2024 Membership Drive.** Caithamer and Szyska will work together to contact Municipalities that have been members, but have not renewed their membership in the last few years.
21. **Secretary / Treasurer Pay.** Caithamer asked that the board consider dividing the payment in half to both Whitt and himself. With all the change over in the last year, the work was split between the two of them. Motion to accept was made by Hauff and seconded by Case. 7 yeas and 0 nays, carried.

#### **Miscellaneous Business:**

1. Next meeting date will be February 7<sup>th</sup>, 2024 at the Watertown Charter Township Hall. The start time will be 10:00 am.
2. Following meeting date will be June 19<sup>th</sup>, 2024 at the Watertown Charter Township Hall. The start time will be 10:00 am.

Motion to adjourn was made by Caithamer and seconded by Cooley. 7 yeas and 0 nays, carried.

12:25 pm meeting ended.

Kirk Caithamer  
MAMC Secretary / Treasurer