

**Board Minutes – May 4th, 2017 – Kalamazoo, MI**

**President’s report:**

Dave Vincent called the meeting to order at 12:26 PM. Vincent brought a MAHO board agenda outline for discussion. (Location; Kalamazoo, MI)

**Attendance**

Members present:

Dave Vincent, Mike Nelson, Tim Maday, Jeanne Powers, Toby Fredericksen, David Beech, Joe Haba, and Chairperson of Accommodations- Eric Jordan.

Members absent:

- Dennis Wesner – *w/ written notification & commitment updates submitted to President prior to meeting.*
- Mike Dietz – *w/ written notification & commitment updates submitted to President prior to meeting.*

Motion to excuse absent members moved by Nelson- seconded by Haba. Motion carried.

**Agenda:**

Maday moved to accept the agenda- seconded by Fredericksen. Motion carried.

**Minutes from April meeting:**

Maday moved to accept April minutes- seconded by Nelson. Motion carried.

**Treasurer’s report:** None.

Motion to table Treasurer’s Report due to absence of chairperson(s) until next Board meeting/General Membership meeting (at June conference) by Haba- seconded Beech. Motion carried.

**President’s Update:** N/A

*(Relevant topics covered under Officer’s briefing)*

**Correspondence:**

Nelson reported receipt of Registration for June Conference, which included a check for costs; however, individual needs to be contacted for additional information. Presented documents turned over to Haba, to assist in delivery to chairperson. Chairperson to contact member in response.

Vincent reported receipt of applicant for Paul Winter’s Scholarship- requesting use of scholarship funds to attend 2017 June Conference in Traverse City. Application submitted by Mike Dietz. Correspondence to be reviewed & discussed in New Business.

Nelson provided written acceptance of Board nomination to Haba, in the event he receives nomination for Board position during the general membership meeting held at the Conference.

### **Board Member update:**

Nelson reported he will be absent from June conference due to unforeseen circumstances. Previously assigned conference duties will need to be reassigned.

### **Old Business:**

Vincent, reported previously estimated costs included in approved proposal for attending ICC Conference are expected to be much less than originally anticipated. Mainly due to combination of shorter conference w/o hearings and decreased travel expenditures due to location of conference.

### **Website update:** (Fredericksen)

- Conference attendance reflected by number of attendees at last seminar- record numbers.
- Proposed consideration of starting quarterly newsletter to provide ICC updates, seminar speaker, ongoing projects, comments & provide routine communication to all our members.
- Request member assistance in regards to fresh photos to be used on site.
- Several requests for MAHO W-9 from shall now be included on site.

### **New Business:**

Indigo Update provided by Chairperson of Accommodations: Eric Jordan

- Negotiations w/ Hotel on food pricing successful- maintaining near 2016 rates.
- Parking concerns should be resolved in comparison to last year.
- Parking rates are contracted on graduated scale each year of contract- per day & per vehicle.
- Board should consider contracting additional year w/ Hotel- dependent on 2017 experience. Board unanimously suggested this be discussed at General Membership meeting for member input.

Preferred Provider Update:

- Nelson reporting may have solid lead in future of digital experience in regards to webinar or video forum for seminar(s). Working w/ Chris Dome thought local church organization which may have ability to provide service we are looking for. Nelson to request proposal for Board submission for review and consideration.

Officer and Board Member elections:

- Board vacancies/term limits of current members no longer be able to serve need to be replaced at upcoming election.
- Members to identify interest of potential candidates for open positions & report.
- Election tasks discussed as elections to be held June conference. President to consider election chairperson for process.

June Conference Agenda

- No change in speaker/presentation agenda
- Powers created nice brochure for attendees- circulated & approved
- Powers working with TC Chamber of Commerce on informational documents/coupons to include in gift bags for attendees
- Duties/responsibilities assigned by Vincent
  - Early arrival (Tuesday evening) for conference set-up: Jordan, Vincent, Powers, & Haba
  - Other duties included on conference duty roster form

#### Order Supplies/Gifts for June conference

- Motion for hospitality expenditures in amount of \$200 by Vincent- seconded by Powers. Motion carried.
- Powers working on remaining items for conference gifts.  
*Note: previously approved (3/2/17) expenditure for gift items- increased \$200 via proxy vote of the Board on 5/22/17, to accommodate items w/ substantial quality and use.*
- Vincent to order MAHO pens using same expenditure approved for gift purchases.

#### October conference details:

- October 19, 2017 - E. Lansing at Hannah Community Center
- Vincent working leads on potential speaker from D.E.Q and/or "Hector the Great"
- Haba working leads on potential speaker from Kent Co. Animal control.

#### Next Board meeting

- Brief meeting to be held with new members at end of June conference- location TBA.
- Upcoming Board meetings – 1<sup>st</sup> Thursday of the month.
  - July 6<sup>th</sup> – Lansing –
  - August 3<sup>rd</sup> - Location TBA
  - September 7<sup>th</sup> - Location TBA
  - October 5<sup>th</sup> - Location TBA
  - November 2<sup>nd</sup> - Location TBA
  - December 7<sup>th</sup> - Location TBA
  - January 4<sup>th</sup> - Location TBA
  - February 1<sup>st</sup> - Location TBA
  - March 1<sup>st</sup> - Location TBA
  - April 5<sup>th</sup> - Location TBA
  - May 3<sup>rd</sup> - Location TBA

#### MAHO founded 1986- (30 years)

- Missed thirty-year anniversary. Vincent looking into cost/interest in MAHO pins as previously provided to members.

#### Paul Winter Scholarship

- Motion from Maday, to approve scholarship application received from Mike D., to attend 2017 June Conference w/ single-occupied room- seconded by Frederickson. Motion carried.
- Vincent to inform candidate of approval of scholarship application.

#### Adjourn

Motion to adjourn meeting by Nelson, seconded by Fredericksen. Motion passed- meeting adjourned at 1:38 pm.