



# NORTHERN MICHIGAN CODE OFFICIALS ASSOCIATION



Chapter Member ICC

## NMCOA Meeting Minutes September 13, 2019

### PRESIDENT

Randy Robinson  
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### VICE PRESIDENT

Mike Kieliszewski  
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### TREASURER

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### SECRETARY

Matthew J. Cronk  
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### DIRECTOR AT LARGE

Gerald Bleau  
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### PAST PRESIDENT

Steven Haugen  
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### EDUCATION CHAIRMAN

Martin Van Berlo  
Emmet County PZ&CR  
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**Call to Order:** The NMCOA Board meeting was held at the Headwater Room in Gaylord Michigan and called to order by President Randy Robinson at 12:30 pm.

**Officers Present:** President Randy Robinson, Vice President Mike Kieliszewski, Treasurer Bryan Stein, Secretary Matthew Cronk, Director at Large Gerald Bleau, Past President Steve Haugen and Education Chairman Martie Van Berlo.

**Officer's Excused:** None.

**Secretary Minutes:** The Minutes of the May 17, 2019 meeting were presented with no further discussion. Motion to Accept: Mike Kieliszewski, Second: Steve Haugen.

**Motion Carried.**

**Treasurer's Report:** The Treasurer's report was presented by Treasurer Bryan Stein with an amendment to correct a minor accounting error. Motion to Accept: Steve Haugen, Second: Mike Kieliszewski.

**Motion Carried.**

### **New Business:**

Randy Robinson stated that the October class was still setup. President Robinson inquired about our tax status. Martie Van Berlo said he received a letter from the IRS in July requesting additional information. Mike Kieliszewski and Martie provided the requested information and received a letter back in August indicating our 5016C status has been reinstated and we must file a form 990EZ or 990N on an annual basis. Treasurer to file such forms. Bryan Stein stated that Brian Tognotti has shown interest in presenting to the organization. Discussion was held regarding presenters having difficulty getting programs approved through the state. Gerald to contact Brian Tognotti to see if he would be available for the November meeting. Martie to order coffee mugs and will have them by the end of this year. Martie inquired about whether the ICC information was updated. Matthew Cronk stated that he had made attempts, but needs the organizations member number to complete the update. Martie stated he would provide that information. Discussion was held on how to access and update information through the ICC. Martie requested a copy of the Treasurer's reports to post on the website. Martie presented deposits since May: \$200 from memberships, \$350 from MADCAD and \$225 from the day's raffle for a total deposit of \$775. Martie also presented an invoice from Russel Thornburg for the class, and travel for \$2193.11.

**Bills:** Motion to pay bills as presented: Mike Kieliszewski, Second: Gerald Bleau.

*Motion Carried*

**Old Business:** No old business to discuss.

**Adjournment:** With no further business to discuss, a motion to adjourn was presented by: Steve Haugen, Second: Randy Robinson. *Motion Carried.* Meeting was adjourned at 12:44 pm.