



NORTHERN MICHIGAN CODE OFFICIALS ASSOCIATION



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NMCOA Meeting Minutes December 3, 2021

Membership Meeting

Call to Order: The NMCOA general membership meeting was called to order by President Mike Kieliszewski at 9:00 am

Resolution to Amend By-Laws: A resolution to amend the by-laws was presented to the general membership, Martie Van Berlo explained the changes and called for questions. No questions were asked.

Motion by Scott Crowfoot and second by Don Gilmet to approve the changes as presented.

Motion Carried.

Adjournment by consent.

Board Meeting

Call to Order: The NMCOA Board meeting was held at the Headwaters room in Gaylord, Michigan and called to order by President Mike Kieliszewski at 12:50 PM.

Officers Present: President Mike Kieliszewski, Vice President Bryan Stein, Treasurer Matthew Cronk, Director at Large Tom Doss, Secretary Gerald Bleau and Education Chairman Martie Van Berlo

Officer's Excused: Past President Randy Robinson.

Secretary Minutes: The Minutes of the November 5, 2021 meeting were presented with no further discussion. Motion to Accept by Bryan Stein, Second by Tom Doss.

Motion Carried.

Treasurer's Report: Motion to Accept by Tom Doss, Second Bryan Stein.
Motion Carried

Public Comment: None

New Business:

2022 Dates for meetings: Martie explained that Jays could not accommodate us for September and December, there for the schedule will be the third Friday of the month for the first five

months, September will be on the 16th, October and November will be the first Friday of the month and December will be the 9th. The Schedule will be on the web site.

Class Schedule: Martie explained the education schedule with the board and shared the challenges as of now with the lack of approved classes at this time.

Duties for class set up was determined thru June of 2022. The remainder of the year will be determined at a later date.

Old Business:

2020 Tax Form Correction and filing: Bryan is having issues with the information and reporting Discussion was had with the board about hiring an accountant to do the necessary tax filings for NMCOA.

Motion by Gerald Bleau and Second by Martie Van Berlo to get bids for an accountant to prepare and file tax forms, The Secretary will contact accountants in Gaylord for prices.

Motion Carried

Discussion about Google Business:

Discussion about storage of NMOCA documents was had in detail and the result was the board would use our Gmail account until its full and buy more storage when it becomes necessary.

Discussion about MADCAD:

The board discussed the importance of the MADCAD subscription and the cost. Strategies were discussed to keep the service and to keep the cost low.

Bills: Motion to pay bills as presented by Gerald Bleau, Second by Tom Doss.

Motion Carried.

Adjournment: With no further business to discuss, motion to adjourn was presented by Matthew Cronk Second by Martie Van Berlo at 12:55 PM.

Motion Carried.

Respectfully Submitted
Secretary Gerald Bleau.