



# NORTHERN MICHIGAN CODE OFFICIALS ASSOCIATION



Chapter Member ICC

**PRESIDENT**

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**SECRETARY**

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**Minutes**

February 17th, 2023

**General Membership Meeting**

1. Call to order by Education Director Tom Doss at 9 am.
2. Pledge of allegiance was recited by all.
3. New members of NMCOA, Dan Gorman & Nate Gorman.
4. December Minutes read by Education Director Tom Doss, no questions/comments.
5. December Treasures report read by Treasurer Gerald Bleau, no questions/comments.
6. Discussion regarding MADCAD. Each jurisdiction is required to have updated standards available. MADCAD is a service that provides these standards digitally. Discussion that the costs for this year's subscription would be close to the same due to negotiation by Vice President Matthew Cronk after an original price increase. Also, in the negotiations were to add 3 months to the subscription to move the re-subscription date away from the date of membership renewal.
7. Open floor for general membership. Comment made regarding emailing the Treasures Report to the membership prior to the next meeting. Also a comment, followed by discussion of raising the cost of membership dues to include MADCAD subscription for all members. The board agreed to look into this and provide options.
8. Introductions made by Education Director Tom Doss for the day's instructor.

## **Board Meeting Minutes**

1. Call to Order by President Bryan Stein at 12:24 pm.
2. Role Call - Absent was Past Present Mike Kieliszewski, Vice President Matthew Cronk attended remotely via speaker phone. All other members were present.
3. Motion to approve January's minutes was made by Education Director Tom Doss and Seconded by Treasurer Gerald Bleau. Approved by unanimous voice vote.
4. Motion to approve January's treasures report made by Education Director Tom Doss, Seconded by Director at Large Paul Olmstead. Approved by unanimous voice vote.
5. Public Comments – No Public Comments.

### New Business

1. Education Director Tom Doss made a motion to increase the MADCAD subscription fee by \$50 for the 2023 subscription year to recover the cost to extend the subscription due date by 3 months. With the adjusted increase, the 2023 MADCAD application fee due would be \$450.00. The 3 month extension will separate and allow time to better manage the MADCAD membership subscription from the general membership application due dates. Seconded by Director at Large Paul Olmstead. Approved by unanimous voice vote.
2. Education Director Tom Doss then made a motion to use the general fund account to pay fees needed to fund a 3 month MADCAD subscription extension to change MADCAD's yearly renewal date from March 1 2023 to June 1 2023. The general fund fees used will be recovered from the MADCAD subscription fee increase. If any, additional fees collected after the recovery of the fees used from the general fund will be deposited and held in the MADCAD savings account. Seconded by Director at Large Paul Olmstead. Approved by unanimous voice vote.
3. Discussion on renewal rate of MADCAD in the future, how to split it by jurisdictions or members, and what the rates would be if MADCAD subscriptions were included as a service to the membership and included in member dues. No motions made at this time.
4. President Bryan Stein made a motion to sign agreements for day and night deposits with Huntington for Treasurer Gerald Bleau to make use of drop off services to make deposits. Seconded by Education Director Tom Doss. Approved by unanimous voice vote.
5. Treasurer Gerald Bleau made a motion for Education Director Tom Doss to continue pursuing ICC training to be scheduled for the November meeting. Seconded by Secretary Jim Zimmerman. Approved by unanimous voice vote.

### Old Business

1. President Bryan Stein reported that our accountant Cindy Scotts, CPA of Stevens & Co is still waiting for correspondence from the IRS.
2. Discussion on upcoming classes. Education Director Tom Doss is working on getting confirmations for March classes. April and May classes have been confirmed.

4. President Brian Stein made a motion to pay the bills. Seconded by Director at Large Paul Olmstead. Approved by unanimous voice vote.
5. Motion to adjourn made by Director at Large Paul Olmstead, Seconded by Education Director Tom Doss. 12:55 pm.

Respectfully  
Jim Zimmerman  
Secretary

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