



TMCA NEWS



TMCA President
Norma Grimaldo, TRMC
City Secretary, Odessa

President's Message

PREPARE, SET, EXECUTE!

This year marks a new chapter for the Texas Municipal Clerks Association. As we embark on our journey, we welcome Dr. Amy Holt, our new Education Director. I am confident that under her leadership, we will not only sustain the prestige and academic level of our education program, but we will continue to raise the bar of excellence in our pursuit of education and professionalism. Texas Registered Municipal Clerks know the importance of the Certification Program. For those of you who are not enrolled in the program, I advocate, along with the rest of the TMCA Executive Board, that you enroll. Education through the Certification Program is one path to becoming a more valuable asset to your city and to furthering your own personal growth. Last year, we reached

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PRESIDENT'S MESSAGE



President **Norma Grimaldo, TRMC** (*right*), presents TMCA/TMCCP Education Director **Dr. Joyce Snay, TRMC**, with a certificate of contribution in the amount of \$1,200.00 to the TMCA Dr. Joyce Snay Scholarship fund in honor of Dr. Snay, who **retired this year** after 20 years of service. This scholarship fund offers financial assistance to members pursuing TRMC Certification or a bachelor's or graduate degree that directly enhances the recipient's professional job performance.

View photos from the January seminar and luncheon.

a record membership of 931 in our Association. This number represents many new municipal clerks. It means that we have the responsibility to help improve our members' professional lives and to mentor new municipal clerks.

I am sharing a journey—one that I invite you to partake of and embrace. It is a journey of reminders that will lead to preparing your future, setting your goals, and executing your plans. It will contribute to your personal and professional life. There are so many little reminders to make note of, but I only have a year to share a few.

The first reminder is to be yourself and to trust yourself. We each have intuition or that “little voice” that speaks to us on occasion. Listen to your inner self: it will not lead you astray, and it will give you energy to know who you are and what you want to accomplish. Just think for a moment about your experience sitting there at a test for the Certification Program: you know the answer, but you talk yourself out of it. Learning to listen to your inner voice will help define a clear path. This practice will also help you to listen more clearly to others—officials, citizens, and employees. It will help you feel more comfortable

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Send articles to: alexandra.burke@unt.edu

PRESIDENT'S MESSAGE

in your role as a professional municipal clerk. With the election around the corner and our ever-changing slate of elected officials, this can be a great start. They will see you representing the city in a professional manner. Be true to yourself, and you will be true to others.

A second reminder: attitude plays an integral role in serving as a municipal clerk. Having a good attitude can make the difference in the level of service given to our citizens. With the right attitude, you can help an upset citizen calm down and feel important. It's important that we take the time to understand and assist the citizen in resolving the problem. Attitude is contagious. As important as our duties are in preserving the records of the past, present, and future, so is our attitude important. Attitude has impacted our past, is the fruit of our present and will be the forecast of our future. It's important to look at one's attitude and continually strive to improve. Remember bad attitudes

can bring down employees and spill over into your department. Attitude is a force determining how far we succeed or possibly fail. Our attitude is our own responsibility. Each of us can decide from one second to another if we will convert a bad day to a good day or a good day to great day. TMCA members influence each other with positive attitude. A great example of this is the TMCP Election Law Seminar: taught by our own members, our Election Law Seminar educates and encourages a positive attitude as we take hold and go forth with the municipal election. We help each other move forward and move up to attain higher standards of our profession.

My third reminder: be willing to change or accept. Resistance to change is not healthy for one's self or for any work or personal relationship. Change is inevitable. Change can be healthy; for instance, a new council: it's a change of leadership, and can introduce new ways of managing. Change is just the nature

of the political beast. As we accept our new council members we learn and grow. We learn to deal with new personalities. Remember that wonderful citizen? Our mission is to assist the needs of the citizen. Their dilemma is our responsibility. Our attitude in solving the issue is the difference of making weeds into flowers. Change provides an opportunity for improvement. It's the positive attitude of accepting change. Coping with change makes the difference on how far each of us succeeds.

Continue with me on this journey on improving ourselves this next year by educating ourselves and enhancing our lives; many great opportunities lie ahead of us. We will only move up and forward, hand in hand, as one.

Norma Grimaldo, TRMC

2013 TMCA President

ngrimaldo@odessa-tx.gov

TMCCP SEMINARS

Municipal Budget Cycle

April 4-5, 2013, Overton Hotel, Lubbock, Texas



Patrick Shinkle

Join us in Lubbock this April for our TMCCP seminar, “**Municipal Budget Cycle**,” with **Patrick Shinkle**, Associate Director, Center for Public Management, University of North Texas. Mr. Shinkle has over 17 years’ experience in public funds management in Texas, including 12 years as Administrator of LOGIC and 5 years as part of the TexPool management team. He has frequently spoken on investment management, disaster recovery planning, computer security awareness, and technology related issues for such organizations as the Dallas Association for Financial Professionals, the Government Treasurers’ Organization of Texas, the Texas Association of Counties, and the Texas Association of School Business Officials.

Learn more and register today! Registration is open to all. Enrollees pursuing TMCCP certification or recertification can receive seminar attendance credit; this qualifies as a **Course 3 seminar**.

Media Relations/ Emergency Communications

June 6-7, 2013

Hilton Hotel, Bryan/College Station

Plan now to attend the June Seminar!

Mary Lynne Stratta, TRMC, city Secretary, Bryan, is the expert coordinator for the TMCCP June seminar. Expert presenters include **Susan Fiechtner** with Communication Development Associates; **Jay Socol**, Communications/Marketing Director for the City of College Station; **Mike Wright**, General Manager of KBTX-TV in Bryan; **Ben Downs**, owner of Bryan Broadcasting Corporation and President of the chamber of Commerce; **Monica Weintraub**, Emergency Management Coordinator for Texas A & M University; **Gus Roman**, IT Director of City of Bryan; and Bryan Fire Chief **Randy McGregor**. Topics will cover **effective communication in the 21st century; media-city relations; marketing your city; city communications and relations with the business community; and communicating with the media and public during emergencies**. Discussions on **disaster preparedness** will include a video narrated tour of the joint emergency center and a demo of the mobile command unit.

Registration will open to all in April. This seminar qualifies for **Course 1 or 4** TMCCP certification or recertification credit. ★

2013 Scholarships

By Scholarship Committee Chair **Rebecca Garza, TRMC**

City Secretary, Lubbock

Application deadline is June 15—apply today!

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When you hear the word “scholarship,” you think of a monetary award for a scholar. A scholar learns and acquires knowledge by studying. As municipal clerks, we are considered scholars. We, too, are continuously learning and acquiring knowledge through the Texas Municipal Clerks Association’s certification and recertification programs and through other educational opportunities.

The **TMCA major scholarship** program’s purpose is to advance the education, professional development, and job performance of Texas Municipal Clerks by providing financial assistance to the members who are enrolled in the Texas Municipal Clerks Certification or Recertification Program. Scholarships are also available for eligible Texas Registered Municipal Clerks (TRMCs) who are pursuing a bachelor’s or graduate degree in a program of study that directly enhances the recipient’s professional job performance.

*Scholarship applications must be received by **TMCA Scholarship Committee Chair Rebecca Garza** by **June 15** to be considered. The TMCA Scholarship Committee will consider all applications for eligibility and designate scholarship recipients. Scholarship winners will be notified that they have been awarded a scholarship and the presentation of the scholarship will be at the annual TMCA Awards Banquet (the awards banquet will be held at the Graduate Institute Seminar in South Padre Island on October 24.)*

Read on to learn your eligibility for a scholarship, the scholarships’ administration, history, and more!

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2013 SCHOLARSHIPS

About the Scholarships • General Requirements • Selection Criteria • Scholarship Administration

About the Scholarships

Apply for a TMCA Major Scholarship Award or an MCCi Records Management Scholarship



TMCA Major Scholarship Awards

Depending on the applicant's intended use of the scholarship—TMCCP or college/university study—the applicant may be granted a scholarship from one of the following sources, chosen by the Scholarship Committee. To apply for a TMCA Major Scholarship Award, download and submit our **application form**.

Dorothy F. Byrd Scholarship

Maximum amount awarded: \$500.00 each

Intended use: pursuit of either the Texas Registered Municipal Clerk Certification/Recertification (TRMC) or eligible college/university study

History: The Dorothy F. Byrd Scholarship was established in 1993 by the members of the Texas Municipal Clerks Association, Inc., to honor Dorothy Byrd, former Executive Director of Texas Municipal Clerks Certification Program and Texas Municipal Clerks Association, Inc.

Lila Fern Martin Scholarship

Maximum amount awarded: \$1,000.00

Intended use: eligible college/university study

History: The Lila Fern Martin Scholarship honors the 1958-1959 president of the Association of City Clerks and Secretaries of Texas—the predecessor organization of TMCA.

Dr. Joyce Snay Scholarship

Maximum amount awarded: \$500.00

Intended use: pursuit of the Texas Registered Municipal Clerk Certification/Recertification (TRMC)

History: Established in 2008, this scholarship honors former TMCCP/TMCA Education Director Dr. Joyce Snay.

Susan Rocha Scholarship

Maximum amount awarded: \$500.00

Intended use: pursuit of the Texas Registered Municipal Clerk Certification/Recertification (TRMC), including travel to and from approved seminars.

History: Established in 2011 to honor Susan Rocha's memory and her commitment to education and enthusiasm for the municipal field. Ms. Rocha was a partner with Denton, Navarro, Rocha and Bernal, P.C., and a frequent speaker for the TMCCP Legislative Update Seminar. The scholarship was established by friend and colleague, Alan Bojorquez, Bojorquez Law Firm, P.C., to be administered by TMCA, Inc.

Vendor Scholarships

Maximum amount awarded: \$500.00

Intended use: pursuit of the Texas Registered Municipal Clerk Certification (TRMC) or Recertification, including travel to and from approved seminars.

History: Various donors contribute funds toward Texas Municipal Clerks scholarships in recognition of the mission of TMCA and TMCCP, which states, "The Texas Municipal Clerks Association and the Texas Municipal Clerks Certification Program are dedicated to providing an educational and professional development program for novice and experienced municipal clerks." Past vendor donors have included: American Legal Publishing; Franklin Legal Publishing, Inc.; Linebarger Goggan Blair & Sampson, LLP; Municipal Code Corporation; and the Underwood Law Firm.

MCCi Records Management Scholarship

Developed to recognize city secretaries/municipal clerks who have established outstanding systems for records management or who have improved existing systems. To apply for an MCCi Records Management Scholarship, download and submit our **application form**.

Maximum amount awarded: \$500.00 in each of three categories

Intended use: Scholarship award funds are to be used for continued or advanced education in a TMCCP program or a TMCA-approved records management program (e.g., ARMA, Texas State Library, Council of Governments), including travel to and from eligible seminars.

History: The MCCi Records Management Scholarship was developed in 2006 for the purpose of recognizing city secretaries/municipal clerks who have established outstanding systems for records management or who have improved existing systems.

2013 SCHOLARSHIPS

About the Scholarships • General Requirements • Selection Criteria • Scholarship Administration

General Requirements

Eligible applicants shall be current paid members of TMCA and shall have been paid members of TMCA for two consecutive years previous to application for the scholarship. Applicants must be actively pursuing certification or recertification in the Texas Municipal Clerks Certification Program. Applicants must have already earned the TRMC to be eligible to use the funds for a college degree.

(To learn about requirements for those pursuing a bachelor degree or graduate degree, **visit our website.**)

Selection Criteria

1. Applicants must meet all of the eligibility requirements.
2. Scholarships will be awarded based on a combination of the applicant's years of municipal service, membership in TMCA, Inc., and progress in the Texas Municipal Clerks Certification/Recertification Program. For those pursuing a college or university degree, points are awarded based on the number of college hours completed.
3. Preference will be given to applicants who have not received a previous award.
4. With the exception of the MCCi Records Management Scholarship, preference will be given to 1) city secretaries or municipal clerks; 2) assistant or deputy city secretaries or municipal clerks; and 3) other TMCA, Inc., members. Applicants *must be* city secretaries/municipal clerks to be eligible for the **MCCi Records Management Scholarship**.
5. Members of the current scholarship committee are not eligible to apply for a TMCA Major Scholarship or MCCi Records Management Scholarship.

Scholarship Committee:

*Chair Rebecca Garza, TRMC
Lubbock*

*Brenda Craig, TRMC
Kerrville*

*Ron Gonzales, TRMC
Fort Worth*

*Crystal Roan, TRMC
Webster*

*Amy Turner, TRMC
Midland*

*Board Liaison
Pauline Small, TRMC
Fort Worth*

Submit completed form
by **June 15** to:

Rebecca Garza, TRMC
City Secretary, City of Lubbock
PO Box 2000, Lubbock, TX 79457
Fax 806-775-3983
bgarza@mylubbock.us

*Download the TMCA Major
Scholarship Award **application***

*Download the MCCi Records
Management Scholarship
application*

2013 SCHOLARSHIPS

About the Scholarships • General Requirements • Selection Criteria • Scholarship Administration

Scholarship Administration

(For full information about scholarship administration, visit our [website](#).)

The TMCA treasurer disburses scholarship funds to the recipient(s) on a cost-reimbursement basis not to exceed the amount(s) awarded. The recipient(s) shall be reimbursed for qualifying expenses incurred between January 1 and December 31 of the year following the award of scholarship. The recipient must submit original, official receipt(s) issued by TMCCP, the college, or the university to receive payment for reimbursable expenses. Reimbursable expenses depend upon the scholarship awarded. Each scholarship and eligible expenses are listed at right.

Dorothy Byrd Scholarship

(for TMCCP certification/recertification or college)

Reimbursable expenses are exclusive to TMCCP expenses, including: enrollment fees, textbooks, exam fees, and TMCCP seminar registration fees; or college expenses, including: 1) credit-hour tuition fees (extension and correspondence courses listed in the institutional catalog that apply to the recipient(s) degree plan are acceptable); 2) building use fees; 3) student service fees; 4) identification card fees; 5) publications fees; 6) union building fees; 7) property damage fees; 8) science laboratory fees; and 9) academic department fees.

Lila Fern Martin Scholarship

(for college use only)

Reimbursable expenses are exclusive to: 1) credit-hour tuition fees (extension and correspondence courses listed in the institutional catalog that apply to the recipient(s) degree plan are acceptable); 2) building use fees; 3) student service fees; 4) identification card fees; 5) publications fees; 6) union building fees; 7) property damage fees; 8) science laboratory fees; and 9) academic department fees.

Susan Rocha Scholarship

(for TMCCP certification/recertification, incl. travel)

Reimbursable expenses are exclusive to: enrollment fees, textbooks, exam fees, TMCCP seminar registration fees and travel expenses.

Dr. Joyce Snay Scholarship

(for TMCCP certification/recertification, incl. travel)

Reimbursable expenses are exclusive to: enrollment fees, textbooks, exam fees, TMCCP seminar registration fees and travel expenses.

Vendor Scholarships (Including the MCCi Records Management Scholarship)

(see page 7 for intended use)

Reimbursable expenses are exclusive to: enrollment fees, textbooks, exam fees, TMCCP seminar registration fees and travel expenses. ★

For full information about the scholarships, including post award requirements, please [visit our website](#).

2013 TMCA Municipal Clerk of the Year

By Municipal Clerk of the Year Committee Chair **Kathy Wingo, TRMC**
City Secretary, Lucas

*Nominate your 2013 TMCA Municipal Clerk of the Year
By June 15!*

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Kathy Wingo, TRMC

On behalf of the Municipal Clerk of the Year Committee, I am pleased to announce that nominations for the distinguished **2013 TMCA Municipal Clerk of the Year** are now being accepted. Each TMCA chapter is encouraged to nominate a representative for consideration. Nominations are also accepted by individuals. This is the time to honor one of our own for the significant contributions they have made on the local and/or state level.

Please submit your nomination(s) to: Kathy Wingo, TRMC, city secretary, City of Lucas, 665 Country Club, Lucas, Texas 75002; email: kwingo@lucastexas.us.

The nomination form may be downloaded **here**, or you may contact the TMCA office to request the form: alexandra.burke@unt.edu or 940-565-3488. Nomination forms will also be sent to all TMCA chapter presidents. The deadline to submit nominations is **June 15, 2013**.

The 2013 TMCA Municipal Clerk of the Year will be announced at the Annual Awards Ceremony held in conjunction with the TMCCP Graduate Institute in South Padre Island on Thursday, October 24, 2013. Make plans to attend the Awards Ceremony to support your nominee(s) and honor the recipient! ★

Nominee requirements:

1. Must be a municipal clerk who is an active member of TMCA and must have been an active member for at least five years;
2. Must have provided service to other municipal clerks on a local level where the opportunity exists, or on a state level;
3. Must have exhibited leadership abilities;
4. Must hold the Texas Registered Municipal Clerk (TRMC) Certification;
5. Must currently hold a municipal clerk position; and
6. Must not be a prior recipient of the Municipal Clerk of the Year award.

Members of the 2013 TMCA Municipal Clerk of the Year Committee:

Chair Kathy Wingo, TRMC, city secretary, Lucas

Brenda Dennis, TRMC, city secretary, Schertz

Arcelia Felix, TRMC, city secretary, Mercedes

Thomas Harris, TRMC,
deputy city secretary, Lubbock

Sherry Roberts, TRMC,
city secretary/office manager, White Oak

Michael Wells, TRMC, city secretary, Bedford

TMCA Board Liaison Sandra Watkins, TRMC,
city secretary, Deer Park

2013 Election Law Seminar

January 16-18, 2013, Irving, Texas

This year's TMCCP Election Law Seminar in Irving was dynamic, educational, and a great networking opportunity! Twenty-two speakers educated 448 attendees in 17 sessions, on everything from the latest information on candidate packets to early voting to candidate/officeholder ethics—and much, much more.

Top right: The "TML Legislative Update" session with speakers Scott Houston and Bill Longley, TML legal counsel.

Middle right: Attendees respond to a question from speaker Charlene Sanders, assistant city attorney, Fort Worth, during the "DOJ Submissions" session.

Lower right: Kim Sutter, TRMC, city secretary, Euless; Sandra Watkins, TRMC, city secretary, Deer Park; and Lydia Lopez, TRMC, city secretary, Hewitt, teach the "Early Voting" session.



TMCCP ELECTION LAW SEMINAR



Photos from left to right: Speaker Ian Stuesloff, assistant general counsel, Texas Ethics Commission, during the “Texas Ethics Commission” session; at right, session convener Irma Parker, TRMC, city secretary, Rockport. Attendees of the TMCCP Election Law Seminar between sessions. Two of the “Step by Step: Process of an Election” speakers—Sherry Mashburn, TRMC, city secretary, College Station, and Lee Woodward, TRMC, city secretary, Huntsville—as Sherry answers an attendee’s question. “Early Voting” co-instructor Kim Sutter, TRMC, city secretary, Euless, advocated use of the *Texas Municipal Election Law Manual* by Analeslie Muncy.



Photos from left to right: “Joint Election Contracts” speakers Lydia Ozuna, TRMC, city clerk, Wichita Falls, and Art Camacho, TRMC, city secretary, Haltom City. Two of the “Step By Step: Process of An Election” speakers: Cheryl Salgado, TRMC, city secretary/assistant city manager, Spearman, and Shelley George, TRMC, city secretary, Allen. Three of the six “Round Table for Attendees Holding their First Election” speakers: Mary Kayser, TRMC, city secretary, Fort Worth; LeAnn Gallman, TRMC, city secretary, Muleshoe; and Pauline Small, TRMC, city secretary, Webster.

TMCCP ELECTION LAW SEMINAR



Photos from left to right: "Candidate Packets" co-instructor Norma Grimaldo, TRMC, city secretary, Odessa, addresses attendees. "Ordering an Election; Posting & Publishing Notices; Canceling Elections" with speakers Shelley George, TRMC, city secretary, Allen, and LeAnn Gallman, TRMC, city secretary, Muleshoe; at right, convener Lacy Borgeson, TRMC, city secretary, Temple, moved through the room and offered a microphone to attendees with questions. In the "Round Table for Attendees Holding Their First Election" pre-seminar session, attendees engage with speakers Sherry Mashburn, TRMC, city secretary, College Station; Lee Woodward, TRMC, city secretary, Huntsville; Mary Kayser, TRMC, city secretary, Fort Worth; LeAnn Gallman, TRMC, city secretary, Muleshoe; Pauline Small, TRMC, city secretary, Webster; and Patrice Fogarty, TRMC, city secretary, La Porte. Attendees queue outside a pending session.



Photos from left to right: "Recruiting and Training Election Workers" with speakers Melissa Brunner, TRMC, city secretary, Flatonia, and LeAnn Gallman, TRMC, city secretary, Muleshoe. TMCCP Education Director Dr. Amy Holt gives a "Step by Step: Process of an Election" handout to an attendee. "Candidate Packets" co-instructor Mary Kayser, TRMC, city secretary, Fort Worth, addresses attendees. Co-instructor Patrice Fogarty, TRMC, city secretary, La Porte addressed attendees during the "Charter Amendment Elections; Poll Watchers & Inspectors" session with her co-instructors Pauline Small, TRMC, city secretary, Webster and (not pictured) Art Camacho, TRMC, city secretary, Haltom City. [View more photos here.](#)

TMCCP ELECTION LAW SEMINAR

Attendees enjoyed a wonderful luncheon at the seminar. The keynote speaker was retiring TMCA/TMCCP Education Director Dr. Joyce Snay, TRMC. During the graduation ceremony there were 36 new graduates who were awarded their certificate of TRMC Certification, and there were 34 graduates who were awarded their certificate of TRMC Recertification.

Top right: TMCA Certification Committee members: Chair **Shelley George, TRMC**, city secretary, Allen; TMCA/TMCCP Education Director **Dr. Amy Holt**; **Melissa Brunner, TRMC**, city secretary, Flatonia; **Melba Haralson, TRMC**, city secretary, Gladewater; and **Aimee Nemer, TRMC**, city secretary, Richardson.

Center right: Attendees at the TMCCP Election Law Seminar luncheon.

Lower right: Immediate Past President **LeAnn Gallman, TRMC**, city secretary, Muleshoe; President Elect **Art Camacho, TRMC**, city secretary, Haltom City; retiring TMCA/TMCCP Education Director **Dr. Joyce Snay, TRMC**; and President **Norma Grimaldo, TRMC**, city secretary, Odessa.



TMCCP ELECTION LAW SEMINAR

Top right: TMCA/TMCCP Education Director **Dr. Joyce Snay, TRMC (center)**, was the luncheon keynote speaker. Dr. Snay **retired this year** after 20 years of service as education director. The Association honored her by contributing \$1,200.00 to the TMCA Dr. Joyce Snay Scholarship fund, which offers financial assistance to members pursuing TRMC Certification or a bachelor's or graduate degree that directly enhances the recipient's professional job performance.

Center right: Association members also sent in many, many cards of appreciation to **Dr. Snay**, which were collected in a gift basket and presented during the luncheon by TMCA President **Norma Grimaldo, TRMC**, city secretary, Odessa.

Lower right: **Dr. Joyce Snay** with incoming Education Director **Dr. Amy Holt**.

Below: Attendees gave a standing ovation to Dr. Snay after her keynote address.



TMCCP ELECTION LAW SEMINAR



Several retirees who certified during Dr. Snay's tenure attended the luncheon in honor of Dr. Snay's retirement. *Back row, left to right:* former TMCA Board Member **Susan Crim, TRMC**, city secretary (ret.), Euless; 2003 TMCA President **Patti Hicks, TRMC**, city secretary (ret.), The Colony; **Janice Carroll, TRMC**, city secretary (ret.), Irving; 1996 TMCA President **Marty Hendrix, TRMC**, city secretary (ret.), Fort Worth; and **Linda Huff, city secretary (ret.)**, Grapevine. *Front row, left to right:* former TMCA Board Member **Linda Knight, TRMC**, city secretary (ret.), Breckenridge; 2004 TMCA President **Jo Moore, TRMC**, city secretary (ret.), Abilene; 2002 TMCA President **Terri Johnson, TRMC**, city administrator (ret.), Piney Point Village; TMCA/TMCCP Education Director **Dr. Joyce Snay, TRMC**; 1994 TMCA President **Deloris McKenzie, TRMC**, McKenzie Government Services (and former city secretary [ret.], Friendswood); and 2010 TMCA President **Pamela Schmidt, TRMC**, city secretary (ret.), Richardson.



Three surprise cakes honoring Dr. Snay's retirement were served to attendees during the Thursday afternoon break. TMCA/TMCCP office staff, from left to right: Education Director **Dr. Amy Holt**; Administrative Specialist **Miriam Sheehan, TRMC**; retiring Education Director **Dr. Joyce Snay, TRMC**; Administrative Director **Peggy Burnside, TRMC**; and Project Specialist **Alexandra Burke**.

TMCCP Graduating Class of 2013

Congratulations to graduates earning their Texas Registered Municipal Clerk Certification!



Photo © Paul Traves, f16 Photography

Graduating Class of 2013. *Front row:* Cecilia Castillo, TRMC, sr. management analyst, Irving; Lacy Borgeson, TRMC, city secretary, Temple; Alice Holloway, TRMC, city secretary, Pilot Point; Tammy Varner, TRMC, city secretary, Midlothian; Michael Wells, TRMC, city secretary, Bedford; Malinda Nowell, TRMC, city secretary, Weatherford; Angela Burton, TRMC, assistant city secretary, Briarcliff; and Tina Linder, TRMC, city secretary, Braircliff.

Middle row: Karen Wilkerson, TRMC, city secretary, DeLeon; Susan Brock, TRMC, city clerk, Taylor; Keesha Lay, TRMC, city secretary, Keene; Tammy Cook, TRMC, deputy city secretary, San Marcos; Yesenia Rodriguez, TRMC, administrative supervisor, McAllen; Cecilia Schmit, TRMC; Rachael Lynch, TRMC, city secretary, Carmine; Billie Swope, TRMC, city secretary, Point; Chris Serres, TRMC, Orange County WCID #1; Peggy Jackson, TRMC, Orange County WCID #1; Shannon DePrater, TRMC, town secretary, Trophy Club; Charlene Gardner, TRMC, deputy city secretary, Pampa; Gretchen Mercer, TRMC, city secretary, Canyon; Nicole Seidel, TRMC, assistant to the city secretary, Fort Worth; Ellie Monteaux, TRMC, city secretary, Livingstone; Wendy Withers, TRMC, assistant city secretary, Frisco; Clasina Watson, TRMC, city secretary, Oak Ridge North.

Back row: Theresa Scott, TRMC, town secretary, Flower Mound; Ronda Cockerham, TRMC, assistant city secretary, Italy; Janice England, TRMC, city secretary, Saginaw; Dianne Peace, TRMC, utility billing/court coord., Jarrell; Connie Sexton, TRMC, city secretary, Winona; Laura Hallmark, TRMC, city secretary, Rowlett; Karen Langley, TRMC, city secretary, Coleman; Pam Sereika, TRMC, city secretary, Alvord.

Not shown: Martha Garcia, TRMC, dep. city secretary, Arlington; Linda Jennings, TRMC, dep. city secretary/paralegal, Texas City; Gena Jiral, TRMC, dep. city clerk, Yoakum.

TMCCP Recertifying Class of 2013

Congratulations to graduates who have recertified their Texas Registered Municipal Clerk Certification!



Photo © Paul Traves, TL6 Photography

Recertifying Class of 2013. *Front row:* Meredith Brant, TRMC, assistant city secretary, Seabrook; Amanda Davenport, TRMC, city secretary, Piney Point Village; Shelly Doty, TRMC, city secretary, Cleburne; Patty Cox, TRMC, city secretary, Kirby; Becky Garza, TRMC, city secretary, Lubbock; Dara Crabtree, TRMC, city secretary, Seagoville; Irma Parker, TRMC, city secretary, Port Aransas; and Brenda Dennis, TRMC, city secretary, Schertz.

Middle row: Jo Ann Talbot, TRMC, city secretary, Kaufman; Ivy Peterson, TRMC, deputy city secretary, Cleburn; Nancy Hale, TRMC, city secretary, Spur; Teresa Borders, TRMC, city manager, Brazoria; Kaylynn Holloway, TRMC, city secretary, Bee Cave; Young Lorfing, TRMC, city secretary, Pearland; Art Camacho, TRMC, city secretary, Haltom City; Patricia Anderson, TRMC, deputy city secretary, Orange; Melissa Brunner, TRMC, city secretary, Flatonia; Doris Speer, TRMC, city secretary, Tomball; Vicki Faulkner, TRMC, city secretary, Celina; and Zanea Carpenter, TRMC, deputy city secretary, Muleshoe.

Back row: Diane Rasor, TRMC, city secretary, Newark; Linda Knight, TRMC, city secretary (ret.), Breckenridge; Christa Albert, TRMC, finance clerk, Corsicana; Karen Sampson, TRMC, office manager, Orange County WCID #1; Conchita Torrez, TRMC, city secretary Seymour; Connie Rodriguez, TRMC, city secretary, Lockhart; Diane Callahan, TRMC, city secretary, Highland Village; Dee Arcos, TRMC, city secretary, Granbury; and Kelly McDonald, TRMC, city secretary, Cleveland.

Not shown: Patricia Ervin, TRMC, city secretary, Waco; Krysten Jeter, TRMC, deputy city secretary, Dalworthington Gardens; LeAnn Quinn, TRMC, city secretary, Cedar Park; and Rosa Rios, TRMC, city secretary, Dallas.

THANK YOU

Thank you to everyone who contributed to the success of the 2013 Election Law Seminar!

Thank you to our volunteer speakers:

Melissa Brunner, TRMC	Sherry Mashburn, TRMC
Art Camacho, TRMC	Deloris McKenzie, TRMC
Patrice Fogarty, TRMC	Paula Miller
LeAnn Gallman, TRMC	Lydia Ozuna, TRMC
Rebecca Garza, TRMC	Cheryl Salgado, TRMC
Shelley George, TRMC	Charlene Sanders
Norma Grimaldo, TRMC	Pauline Small, TRMC
Scott Houston	Ian Stuesloff
Mary Kayser, TRMC	Kim Sutter, TRMC
Bill Longley	Sandra Watkins, TRMC
Lydia Lopez, TRMC	Lee Woodward, TRMC

Thank you to all those who volunteered to scan attendance:

Rosena Becker-Ross	Ashley Mitchell, TRMC
Cynthia Bowman, TRMC	Christel Pettinos, TRMC
Brenda Dennis, TRMC	Pamela Schmitt, TRMC
Shannon DePrater, TRMC	Beth Walls, TRMC
Kelly Edwards, TRMC	Crystal Roan, TRMC
Russell Haddock, TRMC	Scarlet Swoboda, TRMC
Keesha Lay, TRMC	Lee Woodward, TRMC
Thelma Lenz, TRMC	Norma Zenk, TRMC
Gretchen Mercer, TRMC	Diane Zucco, TRMC

Thank you to all those who volunteered as session conveners:

Amy Arnold, TRMC	Irma Parker, TRMC
Marie Balthrop, TRMC	Christel Pettinos, TRMC
Lacy Borgeson, TRMC	Jennifer Reyna, TRMC
Tina Broussard, TRMC	Traci Riggs, TRMC
Cynthia Bowman, TRMC	Crystal Roan, TRMC
Melissa Brunner, TRMC	Kim Sutter, TRMC
Art Camacho, TRMC	Scarlet Swoboda, TRMC
Zanea Carpenter, TRMC	Stella Sauls, TRMC
Maria Gonzalez, TRMC	Beth Walls, TRMC
Kathy Hoover, TRMC	Lee Woodward, TRMC
Esmeralda Hudson, TRMC	Norma Zenk, TRMC
Gretchen Mercer, TRMC	Diane Zucco, TRMC
Aimer Nemer, TRMC	



Crystal Roan, TRMC, deputy city secretary, Webster, was one of several Texas clerks who generously volunteered to convene at the seminar and scan attendance.

TMCCP ELECTION LAW SEMINAR

Thank You to Our Seminar Sponsors



Left: Dale Barstow (center), vice president sales, **Municipal Code Corporation**, engages with a seminar attendee. Center: **Red Wing Software** representative Gay Shelton (right) talks with a seminar attendee at her booth. Right: Charles Simon (left), **Agendase, Inc.**, interacts with a seminar attendee during a break between the seminar’s educational sessions.



Left: **Franklin Legal Publishing** President/Attorney at Law Kirk Franklin listens to a seminar attendee during a break between the seminar’s educational sessions. Center: **ES&S** representatives (at left) engage in a discussion with an attendee at their booth. Right: Russell Haddock, **TRMC**, senior account executive SW Region, **MCCi**, and Audie Sciumbato, **Underwood Law Firm, P.C.**, talk during a session break.

IIMC News

By IIMC Region IV Director **Mary Kayser, TRMC**

City Secretary, Fort Worth

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Mary Kayser, TRMC

Well, here it is early March and my how time has flown. December 6-8, 2012, was the Region IV meeting in Rogers, Arkansas. WOW did the Arkansas Clerks put on a great meeting. We were pleased to have IIMC President Brenda Cirtin in attendance—since it was right in her back yard—as well as our own President LeAnn Gallman, TRMC, city secretary, Muleshoe. We had clerks from all the states represented (*see the Texas Clerks pictured on page 20*), and we all had a great time networking and getting to know each other better. We spent Friday in sessions presented by CW Miller, president of Custom Training Concepts.

The first topic was “Those Tricky Triangles: Ending Destructive Patterns of Office Communication.” Triangles involve three parties: one of the parties is missing, and the discussion is almost always negative in some way. Each party plays a role. It did not take long for all of us to come up with either a situation where we were the one being talked about or for us to come up with a situation where we instigated one of these triangles. We spent the morning discussing these situations and how to stop them. It was a great session.

The afternoon was spent on “Actionable Intelligence”—getting the truth in feedback. This session dealt in feedback one-on-one from a boss or a peer. This can be hard to take sometimes. We also discussed how to seek out feedback and how to use it. We also spent time on dealing with complaints. All in all it was a very good education program.

We had our Region meeting with reports from all the states, a report on the IIMC Mid-Year meeting, and we voted as a Region to support Monica Martinez Simmons for IIMC Vice President 2013. Oklahoma will be the host for the 2013 Region IV meeting (date and location to be determined).

IIMC NEWS

Finishing up on Friday night, we had a guided tour of the Crystal Bridges Museum of American Art and a great dinner at Table Mesa in Bentonville.

If you haven't been to a Region IV meeting you are missing out on good education, networking, and getting to see other parts of our Region. I will keep you updated with information about 2013 in Oklahoma.

Let's talk about the 2013 IIMC Annual Conference on May 19-23: WE ARE GOING TO ATLANTIC CITY. The New Jersey clerks are working hard to make this a great conference and are looking forward to welcoming all IIMC members to New Jersey. You should have received your preliminary program. **View the program here.** Details on transportation will be coming soon. If you haven't made your room reservations, don't wait. Early Bird Registration ends April 6. There will be some different sessions this year at the conference; also look for some roundtable discussions as well as more discussion and interaction during the concurrent sessions.

IIMC continues to grow with our Membership Marketing campaign: 242 new members so far this year. We will continue the program into next year as well. If you are not currently a member of IIMC and want information, please contact me at mary.kayser@fortworthtexas.gov and I will be glad to get you an application and additional information.

I am honored to serve as Region IV Director. If you have any questions or concerns about IIMC, please do not hesitate to contact me. I am at your service.

IIMC Region IV Director Mary J. Kayser, TRMC, MMC

City Secretary, City of Fort Worth

817-392-6161



Texas clerks at the Region IV meeting in Rogers, Arkansas in December. *From left to right: Region IV Director Mary Kayser, TRMC, city secretary, Fort Worth; Lee Woodward, TRMC, city secretary, Huntsville; TMCA Vice President Sherry Mashburn, TRMC, city secretary, College Station; Betty Brown, TRMC, local government election specialist, Bickerstaff Heath; 2012 TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe; IIMC and TMCA former president Mary Lynne Stratta, TRMC, city secretary, Bryan; and TMCA Trustee Sandra Watkins, TRMC, city secretary, Deer Park.*

TMCA CHAPTER NEWS

Alamo Chapter

By Chapter President **Carole Vanzant, TRMC**

City Secretary/Assistant to City Administrator, Fair Oaks Ranch

At the October 2012 meeting, Janice Alamia, city secretary, Hollywood Park, member of the Alamo Chapter TMCA Communications Committee, introduced the *The Alamo TMCA Reporter*, the chapter's new quarterly newsletter which offers photos and articles on chapter members, chapter city activities, and TMCCP seminars. Committee Chair Sandra Passailaigue, TRMC, city administrator, Shavano Park, and Committee Member Lisa Hernandez, TRMC, deputy city secretary, Fair Oaks Ranch, previewed the new Alamo Chapter TMCA **website** which provides information on the chapter and on TMCA/TMCCP.

It was noted that two members received TMCA major scholarship awards at the TMCA Annual Banquet during the TMCCP Graduate Institute in October: Leticia Saenz, deputy city clerk, San Antonio, received the Underwood Law Firm Scholarship, and Leticia Vacek, TRMC, San Antonio, received the MCCi Records Management Scholarship. Also at the banquet, Alamo



ALAMO CHAPTER

Chapter President Jennifer Reyna, TRMC, city secretary, Alamo Heights, was recognized for her installation into the 2013 TMCA Executive Board as a trustee.

At the chapter's October meeting, Mr. Brian D. Smith, McKamie Krueger, LLP, gave a presentation on current employment and open records/meetings issues and answered a variety of questions from chapter members.

The Annual Christmas Banquet was held December 1 at the Dominion Country Club; over 20 people were in attendance including mayors from various cities. President Reyna recognized and thanked chapter committee members and the outgoing officers. The oath of office was administered to the 2013-2014 slate of officers: Historian Mary Ybarra, TRMC, executive assistant to the assistant city manager, Schertz; Secretary Debra Howe, TRMC, city secretary, Castroville; Treasurer Angela Cantu, city secretary-treasurer, LaVernia; Vice President Janice Alamia, city secretary, Hollywood Park; and President Carole Vanzant, TRMC, city secretary, Fair Oaks Ranch.

The Chapter Scholarship Committee awarded Grace Tamez, TRMC, city secretary, Helotes; Sheila Edmondson, assistant city secretary, Cibolo; and Carole Vanzant, TRMC, city secretary, Fair Oaks Ranch, with scholarships to be used towards TMCCP certification or recertification. ★

Educational & Networking Opportunities

March 27, Euless

North Texas Chapter's **Professional Seminar**

April 4-5, Lubbock

TMCCP Seminar: **"The Municipal Budget Cycle"** with speaker *Patrick Shinkle*

Educational credit: TMCCP Course 3 or Recertification seminar attendance credit

April 15, Huntsville

Athenian Dialogue: **"Sam Houston,"** facilitated by Mayor Mac Woodward, Director, Sam Houston Memorial Museum

Educational credit: TMCCP recertification credit can be earned with dialogue participation and the satisfactory completion of the learning assessment; dialogue is also preapproved for two IIMC CMC or MMC education points with the satisfactory, timely completion of a learning assessment.

June 6-7, Bryan/College Station

TMCCP Seminar: **"Media Relations & Emergency Communications"** —registration opens in April

TMCA CHAPTER NEWS

Bluebonnet Chapter

By **Kim Kelley**

City Secretary/Court Clerk, Stamford

The Bluebonnet Chapter met on December 12, 2012, in Breckenridge. Hosts for the meeting were Breckenridge City Secretary Heather Robertson and Assistant City Secretary Diane Latham.

After a delicious lunch of Mexican fare, Chapter President Maria Franco, city secretary, Hamlin, called the meeting to order. Business of the day started with the reading of a thank you note from 2012 TMCA President LeAnn Gallman, TRMC, who was the special guest at the September meeting. Diane Latham presented retired Breckenridge City Secretary Linda Knight, TRMC, with a blanket that commemorated her accomplishments with the Texas Municipal Clerks Association. Scholarships for the coming year were awarded to Karen Langley, TRMC, city secretary, Coleman, and Christi Wynn, TRMC, city secretary, Brownwood. Kay Torres, city secretary, Robert Lee, presented the Bluebonnet Chapter Clerk of the Year Award to Danette Dunlap, TRMC, city secretary, Abilene. (Last year's recipient, Louetta Wallace, city secretary (ret.), Haskell, was unable to attend the meeting.)

Those in attendance voted unanimously to amend the by-laws to include adding honorary members to the chapter, and to make it possible for assistant city secretaries or as-



Chapter members in attendance at the December meeting. *Back row, from left to right:* Diane Latham, assistant city secretary, Breckenridge; Danette Dunlap, TRMC, city secretary, Abilene; Linda Knight, TRMC, city secretary (ret.), Breckenridge; Karen Wilkerson, TRMC, city sec./admin., DeLeon; Heather Robertson, Breckenridge. *Middle row:* Karen Langley, TRMC, city secretary, Coleman; Pat Martindale, city secretary, Bronte; Cindy Stafford, city secretary, Stephenville; Carolyn Graston, city secretary, Haskell; Nan Billings, TRMC, city secretary, Bangs. *Front row:* Maria Franco, city secretary, Hamlin; Kay Torres, city secretary, Robert Lee; Billie Pearce, city secretary, Tuscola; Kim Kelley, city secretary, Stamford; Christi Wynn, TRMC, city secretary, Brownwood; and Shirley Stuart, city secretary, Eastland.

BLUEBONNET CHAPTER

sistant city clerks to be eligible for the Clerk of the Year Award. The motion was made and unanimously voted on to make retired city secretaries Linda Knight and Louetta Wallace honorary members of the Bluebonnet Chapter.

The appointments for the upcoming year committees were made.

Since the officers of the Bluebonnet Chapter have only served for one year, all agreed to serve another term in office. Upon motion, officers elected are: President Maria Franco, Hamlin; Vice President Diane Latham, Breckenridge; Secretary Cindy Stafford, Stephenville; Treasurer Christi Wynn, Brownwood; and Historian Kim Kelley, Stamford. Officers will be sworn in at the next meeting. The silent auction brought in \$193.00 for the scholarship fund.

We would love for anyone to come join us as a member or guest at one of our 2013 meetings. This year's meetings are as follows: March 13 in Brownwood, June 12 in DeLeon, September 11 in Stamford, and December 11 in Eastland. ★

*At top: **Kay Torres** (left), city secretary, Robert Lee, presenting Clerk of the Year Plaques to **Danette Dunlap**, TRMC, city secretary, Abilene.*

*Near right: **Diane Latham** (right), assistant city secretary, Breckenridge, presenting retirement gift blanket to **Linda Knight**, TRMC, city secretary (ret.), Breckenridge.*



TMCA CHAPTER NEWS

Central Texas Chapter

By **Christi Shivers, TRMC**
City Secretary, Mexia

The chapter held their bi-monthly luncheon meeting on December 14 at The 1424 Bistro in Waco; it was also the annual Christmas celebration.

The chapter enjoyed a wonderful meal and fellowship. Members brought Christmas ornaments to exchange with one another and each member brought an unwrapped gift that was donated to the local news station for the Toys-for-Tots program.

Members also discussed upcoming TMCA seminars and future chapter meetings. ★



Chapter members present at the December meeting:

Kaci Allen, public information director, Robinson
 Sandra Barton, city secretary, Robinson
 Liz Caraway, city clerk, Valley Mills
 Ronda Cockerham, TRMC, city clerk, Italy
 Patricia Ervin, TRMC, city secretary, Waco
 Renee Flores, court administrator, Bellmead
 Amber Fuller, city secretary, Hubbard
 Donna Hawkins, city secretary, Beverly Hills

Esmeralda Hudson, TRMC,
 assistant city secretary, Waco
 Lydia Lopez, TRMC, city secretary, Hewitt
 Kathy McKenzie, HR director, Robinson
 Sandie Polk, records coordinator, Waco
 Karen Sanchez, finance director, Robinson
 President Christi Shivers, TRMC,
 city secretary, Mexia
 Jana Taylor, city secretary, Fairfield

Althea Wall, city secretary, Morgan's Point Resort
 Cynthia Ward, city clerk, Bellmead
 Roshuna Wiley, deputy city secretary, Mexia

TMCA CHAPTER NEWS

Coastal Bend Chapter

By **Yvonne Stonebraker**
 City Secretary, Aransas Pass

Bishop City Secretary Cynthia Contreras hosted the January 24 Coastal Bend Chapter meeting at their city hall. Members dined on carne guisada, Spanish rice, beans, homemade tortillas, and chips with salsa. The wonderful meal was catered by Estella's Diner. If you are ever around the Bishop area and would like a taste of delicious Mexican food, stop in at Estella's—you will not be disappointed.

A short business meeting was held and it was announced no scholarship applications had been received.

Chapter members discussed their next Athenian Dialogue and are working on a date in which TMCA President Norma Grimaldo, city secretary, Odessa, could attend. The basis of the dialogue will be *Passage of Power: The Years of Lyndon Johnson* by Robert A. Caro; the dialogue will be presented by Athenian Fellow and former IIMC Past President Mary Lynne Stratta, TRMC, city secretary, Bryan. The Athenian Dialogue will take place in Port Aransas and will be as fun, educational, and relaxing as last year's event. By the way, last year's event was awesome.



Members at the January meeting. Seated, left to right: Vice President Esther Arzola, city secretary, Port Aransas; President Cynthia Contreras, city secretary, Bishop; and Secretary Yvonne Stonebraker, city secretary, Aransas Pass. Standing, left to right: Irma Parker, TRMC, city secretary, Rockport; Theresa Bowe, TRMC, city clerk, Yoakum; Mary Valenzuela, city secretary, Kingsville; and Scarlet Swoboda, TRMC, city secretary, Victoria.

COASTAL BEND CHAPTER

Leaving the best for last, outgoing President Scarlet Swoboda, TRMC, city secretary, Victoria, swore in the new officers: President Cynthia Contreras, city secretary, Bishop; Vice President Esther Arzola, city secretary, Port Aransas; and Secretary Yvonne Stonebraker, city secretary, Aransas Pass. Treasurer Larry Thompson, TRMC, city secretary, Ganado, could not be present for the induction. ★

*At top right: President **Scarlet Swoboda**, TRMC, swears in Secretary **Yvonne Stonebraker**, city secretary, Aransas Pass; President **Cynthia Contreras**, city secretary Bishop; and Vice President **Esther Arzola**, city secretary, Port Aransas. (Treasurer Larry Thompson, TRMC, city secretary, Ganado, not present.)*

*Lower right, from left to right: **Irma Parker**, TRMC, city secretary, Rockport; **Esther Arzola**, city secretary, Port Aransas; **Theresa Bowe**, city secretary, Yoakum; **Mary Valenzuela**, city secretary, Kingsville; **Cynthia Contreras**, city secretary, Bishop; and **Yvonne Stonebraker**, city secretary, Aransas Pass.*



TMCA CHAPTER NEWS

Lone Star Chapter

By Chapter President **Diane Zucco, TRMC**
City Secretary, Plano

Best wishes to everyone around the great state of Texas from the Lone Star Chapter! The last quarter has proven to be a busy one. The chapter met in The Colony on November 7, where we began work on developing a chapter mission statement to be approved at our February 2013 session. We also held a roundtable discussion on candidate packets.

Our monthly meetings for 2012-13 will include highlights of “Character First” by John Burnett. In November members were encouraged to “D.I.B.” others—*define* their character trait; *illustrate* how you saw it in them; and explain how it *benefited* you or others.

Our December meeting was a holiday event in the City of Plano. We took time to recognize members who have earned their Texas Registered Municipal Clerk Certification (TRMC) or successfully passed a TMCCP exam. The group received updates regarding the legislative session and reports from our Scholarship and Audit Committees. Thanks to our Holiday Committee, members celebrated the season with fellowship and generously participated in our



The Lone Star Chapter at their November meeting in The Colony.

LONE STAR CHAPTER

annual holiday auction—raising a record total of funds for chapter scholarships.

We continue recognizing the individuality and contributions of our members, encouraging them to gain knowledge and participate for the benefit of all. ★



The Lone Star Chapter at their December meeting in Plano.

Attendees of the December meeting:

Kristy Ashberry, city secretary/asst. to city mgr., Rockwall

Donna Bradshaw, P&Z coordinator, Lucas

Janis Cable, city secretary, Lowry Crossing

Jacky Casey, assistant to the city secretary, Rockwall

Jennifer Faircloth, administrative assistant, Lucas

Vicki Faulkner, TRMC, city secretary, Celina

Lisa Henderson, TRMC, deputy city secretary, The Colony

Carole Kuykendall, Greenville

Julie Lollar, TRMC, city clerk, Denison

Aimee Nemer, TRMC, city secretary, Richardson

Debbie Newell, city secretary, Greenville

Jenny Page, TRMC, city secretary, Frisco

Christel Pettinos, TRMC, city secretary, Coppell

Amy Piukana, TRMC, town secretary, Trophy Club

Alice Snyder, TRMC, assistant city secretary, Plano

Vickie Schmid, TRMC, deputy city secretary, Richardson

Susie Quinn, city secretary (ret.), Rowlett

Christie Wilson, TRMC, city secretary, The Colony

Kathy Wingo, TRMC, city secretary, Lucas

Wendy Withers, TRMC, assistant city secretary, Frisco

Diane Zucco, TRMC, city secretary, Plano

Sharon Kotwitz, guest of Diane Zucco

Kelli Tharp, guest of Carole Kuykendall

TMCA CHAPTER NEWS

Northeast Texas Chapter

By Chapter President **Gail Weir, TRMC**
City Secretary, Ore City

The Northeast Chapter held their quarterly meeting December 14 at Traditions Restaurant in Tyler. It was a celebration of the past, the future, and the eternal.

We honored our friend Fran Wendeborn, TRMC, city secretary, Rusk, on the occasion of her retirement. Fran has faithfully served her city for almost thirty years and is a former officer of our chapter. A reception in her honor was hosted by her colleagues at the City of Rusk the following week; it was attended by Sherry Roberts, TRMC, city secretary, White Oak, and Gail Weir, TRMC, city secretary, Ore City, representing our chapter. Rusk Mayor Angela Raiborn presented Fran with a beautiful clock. Representing TMCA, past TMCA president Lila Fuller, TRMC, city secretary, Nacogdoches, presented Fran with a beautiful personalized blanket. We wish Fran many wonderful years of retirement, but we will miss her!

Also at the December meeting, President Gail Weir recognized the 2011-2012 Vice President Rosena Becker-Ross, city secretary, Mount Enterprise, and 2011-2012 Secretary Sherry



The Northeast Texas Chapter at the December meeting. *Front row:* President Elect Rosena Becker-Ross, city secretary, Mt. Enterprise; Outgoing President Gail Weir TRMC, city secretary, Ore City; and Vice President Elect Sherry Roberts, TRMC, city secretary, White Oak. *Back row:* Deanna McCasland, city secretary, Overton; Melba Haralson, TRMC, city secretary, Gladewater; Fran Wendeborn, TRMC, city secretary, Rusk; Lawanna Williams, city secretary, Kilgore; Donna Sickel TRMC, city secretary, Carthage; Karen Custer TRMC, Kilgore; Yvonne McCauley, city secretary, Van; Debbie Dane, Kilgore; Doris Bullard, city secretary, Bullard; and Vickie Brenton TRMC, city secretary, Winnsboro.

NORTHEAST TEXAS CHAPTER

Roberts, TRMC, city secretary, White Oak. President Weir presented them with “guardian angels” in appreciation of their service. The following new officers of the Northeast Chapter were installed: President Rosena Becker-Ross; Vice President Sherry Roberts, TRMC; and Secretary-Treasurer Jennifer Studdard, city secretary, Nash. These bright young women will serve two-year terms, leading the chapter into the future.

Following our business meeting, we had a lot of fun with our gift exchange, but when the laughter and teasing ended, we were left with a beautiful reminder of the love and respect we share for each other.

The past: our city secretary friends who have helped us learn, grow, and understand that ours is not a job but a calling. We thank all of you who laid the foundation for us, and we build on your knowledge and experience. The future: our friends who charge ahead, brave and sure, accepting the challenge, and continuing our great heritage as public servants. Finally, the eternal: the timeless hope we have in the providence of God.

The Northeast Chapter will meet next on March 15 at 10:30 a.m. Our hostess will be Bullard City Secretary Doris Crockett, and we will meet at the Hidden Garden Tea Room. Please make plans to join us, and invite someone else to attend. ★

Top right: President **Gail Weir** (*standing*) presents retiring member **Fran Wendeborn** TRMC, city secretary, Rusk, with a gift from the chapter.

Near right: Rusk City Secretary **Fran Wendeborn**, TRMC, and Mayor **Angela Raiborn**.





TMCA CHAPTER NEWS

Red River Chapter

By Secretary-Treasurer **Lydia Ozuna, TRMC**
City Clerk, Wichita Falls

Members of the Red River Chapter met for our quarterly meeting at Pasquals Restaurant in Wichita Falls, “Pride of the Falls, Blue Skies and Golden Opportunities,” on December 12 at 1:00 p.m.

President Marie Balthrop, TRMC, city secretary, Holiday, called the meeting to order and gave a very warm welcome to everyone. Special recognition was given to TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe. Everyone was in a festive mood and excited that our state President had come to visit and speak to our chapter.

Business of the Red River Chapter was conducted. The September 19, 2012, minutes and the Treasurer’s Report through December 11, 2012, were approved.

President Balthrop announced the TMCCP Election Law Seminar in Irving in January 2013.

In honor of TMCA President LeAnn Gallman, the Red River Chapter is donating \$100 to the Dr. Joyce Snay Scholarship.

During the Christmas season, the Red River Chapter adopts a needy child from one of the elementary schools in Wichita Falls, Southern Hills Elementary, and makes Christmas special by providing gifts that he or she would otherwise not receive.

Lydia Ozuna is in charge of Needy Child Christmas Project. This year the chapter decided, after hearing and seeing the sad conditions under which the family lives, to adopt the entire family of the needy child. Because we were all touched, literally to tears of compassion, we opened our hearts and gave very generously to provide for each family member.

I feel compelled to give some details about this family, which is only one of so many in need in our country and around the world. This family of five children and two parents live in an old worn out travel trailer; not a mobile home, but a very small travel trailer with no running water and one small area in which they eat, sleep, and live. Two of the daughters are in high school, one daughter is in middle school, one son is in fourth grade, and one son is three years old. It is unimaginable how they adapt and live in such close small quarters. In spite of their living conditions, all school children are doing way above average: the daughter in middle school is in the top third in her mathematics class. The father told me that the most important thing he can give his children is an education, and that is the legacy he wants to leave them.

They are a loving, caring family, and were appreciative of everything, as President Balthrop and I experienced when we unloaded presents which filled most of their small trailer. Two of the daughters were there when we delivered the gifts, and their eyes opened wide with joy and gratitude knowing that they were receiving gifts for Christmas, which they did not expect at all. The father arrived from work when we were almost done and all of them thanked

RED RIVER CHAPTER

Treasurer Lydia Ozuna, TRMC, city clerk, Wichita Falls, received very generous donations from the Red River Chapter members for our Needy Child Christmas Project.

Our special program followed with TMCA President Gallman providing an uplifting and encouraging talk regarding the servant attitude of municipal clerks and the passion we have for our profession. Members shared anecdotes of daily experiences that we all encounter in our offices at different levels but with similar experiences. President Gallman's informal, and at times personal, talk brought positive thoughts inspiring us to advance our education, our profession, and our personal lives. It was a motivating way to celebrate the Christmas holidays!

We exchanged joy, peace and cheer, and a Merry Christmas was wished to all.

Our next meeting will be held March 6 at Pasquals Restaurant in Wichita Falls and you all are invited to join us.

Contact Lydia Ozuna, city clerk, Wichita Falls, at lydia.ozuna@wichitafallstx.gov or 940-761-7409.

See you there! ★

us and thanked us and thanked us! The father's eyes filled with tears as he humbly and appreciatively thanked us. They could not believe that there were people in this world that could care about someone they did not even know and bring such joy to their family.

It was a touching, humbling, and joyful experience that we will never forget. President Balthrop and I kept our emotions in tack until we walked outside and we just looked at each other, hugged, cried, and thanked God for this moving and impactful opportunity, vowing to give to those in "real need."

This world would be more loving and compassionate if everyone could have such a sobering experience.

Those present at the December chapter meeting were:

Marie Balthrop, TRMC, city secretary, Archer City

Janelle Dolan, city clerk, Burkburnett

Cathy Mills, city secretary, Henrietta

Linda Byers, TRMC, city secretary, Vernon

Lydia Ozuna, TRMC, city clerk, Wichita Falls

Special Guest – TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe


 TMCA CHAPTER NEWS

Salt Grass Chapter

By Chapter Secretary **Lee Woodward, TRMC**
City Secretary, Huntsville

November 2012 Meeting

The Salt Grass Chapter held their monthly meeting on November 7 at the City of Webster Police Department Building. Chapter President Sharon Harris, TRMC, assistant city secretary, La Porte, called the meeting to order with many members and City of Webster personnel in attendance. Joe Ferro, City of Webster Emergency Management Coordinator, gave a compelling presentation on emergency practices in the event of an active gunman in the workplace.

The 2013 Executive Board slate was voted upon, scholarship recipients were approved (see the December meeting), and the chapter unanimously approved a generous holiday donation to Boys and Girls Harbor, an organization that supports children during family hardships.

The chapter accepted the 2013 slate of Officers as follows: President Maria Gonzalez, TRMC, city secretary, Missouri City; Vice President Crystal Roan, TRMC, deputy city secretary, Webster; Secretary Lee Woodward, TRMC, city secretary, Huntsville; Treasurer Paula Favors, city secretary, Wharton; and Historian Robin Eldridge, TRMC, deputy city secretary, Deer Park.

December 2012 Meeting

The Salt Grass Chapter held their 2012 Annual Installation Banquet/Holiday Luncheon on December 5 at Monument Inn in La Porte. Former Salt Grass Chapter President Thelma Lenz, TRMC, city secretary, West University Place, welcomed special guests from her council, and all were especially pleased to meet her mother, Elise Richmond. Chapter Historian Lee Woodward, TRMC, city secretary, Huntsville, led the Pledge of Allegiance, and Mayor Allen Owen of Missouri City gave the invocation.

Congratulations are in order for winners of the Deloris McKenzie Scholarship. Meredith Brant, TRMC, assistant to city secretary, Seabrook; Kristin Edwards, TRMC, deputy city secretary, Huntsville; Robin Eldridge, TRMC, deputy city secretary, Deer Park; and Paula Favors, city secretary, Wharton, will receive partial scholarships up to \$250 for travel and registration costs incurred while attending a Texas Municipal Clerks Certification Program seminar.

Thelma Lenz, TRMC, city secretary, West University Place, proudly accepted the 2012 Salt Grass Chapter award for "Outstanding Municipal Clerk" from last year's recipient, Missy Bunch, TRMC,

SALT GRASS CHAPTER

city secretary, Katy. Thelma thanked her City Councilmembers and all who had supported her in her career.

Patrice Fogarty, TRMC, city secretary, La Porte, introduced 2012 TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe. LeAnn spoke of the importance of each role as being like the links in a chain. She installed the new officers as follows: President Maria Gonzalez, TRMC, city secretary, Missouri City; Vice President Crystal Roan, TRMC, deputy city secretary, Webster; Secretary Lee Woodward, TRMC, city secretary, Huntsville; and Treasurer Paula Favors, city secretary, Wharton (Historian-elect Robin Eldridge, TRMC, deputy city secretary, Deer Park, was not able to attend and was installed in January).

The chapter presented outgoing President Sharon Harris, TRMC, assistant city secretary, La Porte, with an appreciation gavel plaque and lovely token from James Avery on behalf of the chapter.

January 2013 Meeting

The Salt Grass Chapter kicked off the New Year with a meeting on January 10. President Maria Gonzalez, TRMC, city secretary, Missouri City, called the meeting to order at Texas Land and Cattle in Houston and swore in 2013 Historian Robin Eldridge, TRMC, deputy city secretary, Deer Park.

The chapter got down to business with a roundtable discussion of the May 2013 General Election, led by Patrice Fogarty, TRMC, city secretary, La Porte. Presi-



On behalf of the Salt Grass Chapter, President **Maria Gonzalez, TRMC**, city secretary, Missouri City, presented outgoing President **Sharon Harris, TRMC**, assistant city secretary, La Porte, with a plaque and a token of appreciation.

SALT GRASS CHAPTER

dent Maria Gonzalez made appointments of members to our chapter committees. The chapter unanimously approved holding its annual Public Information Act Seminar in Deer Park in September to incorporate any changes from the legislative session.

Exciting news was also shared by Pauline Small, TRMC, city secretary, Webster, concerning an Athenian Dialogue at NASA/Space Center Houston on Gene Krantz's *Failure is Not an Option* in March 2013, including a special tour and the hope that Mr. Krantz would be able to attend.

Lee Woodward, TRMC, city secretary, Huntsville, distributed brochures on an April Athenian Dialogue of Sam Houston by James L. Haley, to be held at the Sam Houston Memorial Museum and led by the Museum's Director, Huntsville Mayor Mac Woodward, and followed by a two-day professional development seminar, also in Huntsville.

The next meeting was set for February 13, hosted by the City of Seabrook.



The Salt Grass Chapter at their January meeting in Houston.

SALT GRASS CHAPTER

The Salt Grass Chapter wishes special congratulations to all our 2013 graduates and recertifiers!

Graduated:

Linda Jennings, TRMC, city secretary, Texas City

Ellie Monteaux, TRMC, city secretary, Livingston

Clasina Watson, TRMC, city secretary, Oak Ridge North

Recertified:

Teresa Borders, TRMC, city manager, Brazoria

Meredith Brant, TRMC, assistant to city secretary, Seabrook

Amanda Davenport, TRMC, city secretary, Piney Point Village

Young Lorfing, TRMC, city secretary, Pearland

Kelly McDonald, TRMC, city secretary, Cleveland

Doris Speer, TRMC, city secretary, Tomball

Members in attendance at the January Salt Grass Chapter meeting:

Lauren Anderson, town secretary, Quintana

Robin Eldridge, TRMC, deputy city secretary, Deer Park

Paula Favors, city secretary, Wharton

Patrice Fogarty, TRMC, city secretary, La Porte

Betsy Gates, TRMC, deputy city secretary, Tomball

Michele Glaser, TRMC, city secretary, Seabrook

Maria Gonzalez, TRMC, city secretary, Missouri City

Sharon Harris, TRMC, assistant city secretary, La Porte

Thelma Lenz, TRMC, city secretary, West University Place

Rachelle Moody, West University Place

Michelle Perez, deputy city secretary, Friendswood

Crystal Roan, TRMC, deputy city secretary, Webster

Linda Rorick, city secretary, Pasadena

Pauline Small, TRMC, city secretary, Webster

Doris Speer, city secretary, TRMC, Tomball

Karen Vannerson, Linebarger, Goggan, Blair, & Sampson, LLP

Sandra Watkins, TRMC, city secretary, Deer Park

Clasina Watson, TRMC, city secretary, Oak Ridge North

Melinda Welsh, TRMC, city secretary, Friendswood

Lee Woodward, TRMC, city secretary, Huntsville

TMCA CHAPTER NEWS

South Plains Chapter

By Treasurer **Sharon Trumble**
City Secretary, New Deal

The South Plains Chapter met on December 19 at Hotel Garza Historical Bed and Breakfast. The meeting was hosted by the City of Post and City Secretary Deana Watson, TRMC.

Deana Watson introduced Janice Plummer from the Post Chamber of Commerce. Janice welcomed everyone to Post.

2012 TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe, spoke to the chapter about the retirement of TMCCP Education Director Dr. Joyce Snay and the newly hired TMCCP Education Director Dr. Amy Holt who will be taking Dr. Snay's position. LeAnn also gave everyone a snowflake Christmas ornament and told everyone that like a snowflake we are all special and unique.

President Toni Chrestman, TRMC, city secretary, Slaton, called the meeting to order and welcomed the members and our guests. Guests included Cheryl Hatchett and Tracy Paulk from Lamesa; TML representative Heather Von Gonten; and Janice Plummer, Post Chamber of Commerce.



Sue Castles from Xcell Energy presented the South Plains Chapter with a check in the amount of \$1,500.00 for the South Plains Chapter Scholarship Program.

SOUTH PLAINS CHAPTER

President Chrestman informed everyone that the chapter directories are finished and ready for each member to pick their copy up at the meeting. A very special thank you to Beth Walls, TRMC, city secretary, Levelland, and Kirk Franklin for all their hard work on the chapter directories.

Thank you also to Sue Castles from Xcell Energy, who presented the chapter a check in the amount of \$1,500.00 for the South Plains Chapter Scholarship Program.

The September 19 minutes and the treasurer's report were approved.

TMCA President LeAnn Gallman swore in the 2013-2014 officers: President Maria Hatchett, TRMC, city secretary, Lamesa; Vice President Brenda Shaw, TRMC, city secretary/manager, Morton; Treasurer Sharon Trumble, city secretary, New Deal; Secretary Belinda Terrell, city secretary, Whiteface; Historian Jodie House, city secretary, Crosbyton; and Director Kim Perez, city secretary, Ralls.

Other items addressed were setting up a board consisting of Kirk Franklin, Jennifer Clement, Beth Walls, and Murvat Musa regarding the April 4-5 TMCCP Municipal Budget Cycle Seminar in Lubbock.

Slaton City Secretary Toni Chrestman, TRMC, will be hosting the next meeting on March 20.



Above right: Chapter President **Toni Chrestman, TRMC**, addresses the chapter.

Near right: TMCA President **LeAnn Gallman, TRMC**, at the chapter's December meeting.

SOUTH PLAINS CHAPTER

Members and guests attending the December meeting:

Lillian Atkinson, city secretary, Dickens
 Jo Ann Beard, TRMC, city secretary, Smyer
 Sue Castles, Xcell Energy
 Toni Chrestman, TRMC, city secretary, Slaton
 Lora Dockery, city secretary, Sundown
 LeAnn Gallman, TRMC, city secretary, Muleshoe
 Linda Garcia, clerk, Ralls
 Maria Hatchett, TRMC, city secretary, Lamesa
 Jodie House, city secretary, Crosbyton
 Monica Lopez, city secretary, Lorenzo
 Murvat Musa, TRMC, city secretary, Ransom Canyon
 Laurie Odom, clerk, Post
 Kim Perez, city secretary, Ralls
 Brenda Shaw, TRMC, city secretary/manager, Morton
 Belinda Terrell, city secretary, Whiteface
 Sharon Trumble, city secretary, New Deal
 Beth Walls, TRMC, city secretary, Levelland
 Deana Watson, TRMC, city secretary, Post
 Cynthia Williams, TRMC, assistant city secretary, Post
 Toni Wilson, TRMC, city secretary (ret.), Sundown

Guests:

Kirk Franklin, Franklin Legal Publishing
 Cheryl Hatchett, guest of Maria Hatchett
 Tracy Paulk, guest of Maria Hatchett
 Janice Plummer, PACC
 Heather Von Gonten, TML, guest of Beth Walls

TMCCP Certificates Earned

Congratulations to the following enrollees who earned course certificates in the Texas Municipal Clerks Certification Program after completing the homework, attending the required seminars, and passing the examination for the designated course.

Course 1

Christy Badilla, Brady
 Rosena J. Becker-Ross, Mount Pleasant
 Shannon Bennett, Deer Park
 Carol Ann Borges, Westworth Village

Course 3

Tammy Follett, city of Bartonville

Course 4

Dana Argumaniz, Red Oak
 Rosena J. Becker-Ross, Mount Pleasant
 Roxanne Benitez, Hedwig Village
 Sabra Davis, Granger
 Janelle Dolan, Burkburnett
 Paula Favors, Wharton
 Bilierae Johnson, Dallas
 Lisa Palomba, Garland
 Cynthia Ann Raleigh, Schertz
 Kimberly Sloat, Canadian
 Christe Whitley-Smith, Port Arthur

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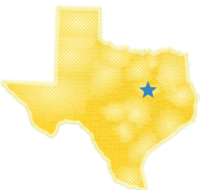
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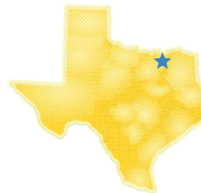
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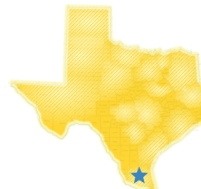
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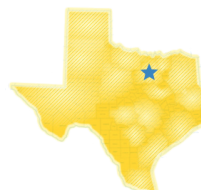
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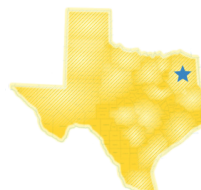
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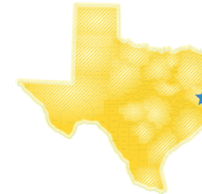
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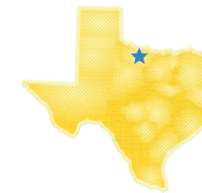
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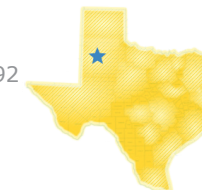
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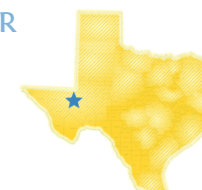
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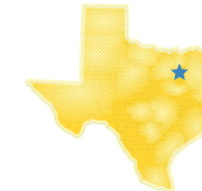
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Advisory Management Committee
LeAnn Gallman, Muleshoe, Immediate Past President, Chair
Art Camacho, Haltom City, President Elect
Patricia Ervin, Waco, Past President
Norma Grimaldo, Odessa, President
Shelley George, Allen, Certification Comm. Chair
Peggy Burnside, TMCCP/TMCA Admin. Dir. *
Amy Holt, TMCCP/TMCA Education Director*

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Laure Morgan, Hemphill, Chair
Jeana Bellinger, Brenham
Tonya Todd, Wink
Art Camacho, Haltom City, Board Liaison

Historian
Amanda Elizondo, Harlingen
**non-voting member*

Membership Committee
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Comprised of Chapter Presidents
Scarlet Swoboda, Victoria, Board Liaison

Municipal Clerk of the Year Committee
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Brenda Dennis, Schertz
Arcelia Felix, Mercedes
Thomas Harris, Lubbock
Sherry Roberts, White Oak
Michael Wells, Bedford
Sandra Watkins, Deer Park, Board Liaison

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Pauline Small, Fort Worth, Board Liaison

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Karen Mericle, Clear Lake Shores
Melinda Welsh, Friendswood

TML Booth Committee
Cara McPartland, Wimberley, Chair
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