

TMCA NEWS



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TMCA President Marie Balthrop, TRMC City Secretary, Holliday

President's Message

What does ethics or being ethical mean to you? Ethics are the moral codes and values by which we live our lives. I often think about the old saying “Who are you when no one is watching?” To me how we act when no one is watching shows our true ethical character. Ethics are not just about your feelings, laws, or social norms because all of these things can be associated with actions that can deviate from what is ethical. Ethical conduct is about making the right choice even when it is difficult or unpopular. As Potter Stewart once said, “Ethics is knowing the difference between what you have a right to do and what is right to do.”

In October I encouraged you to print the **Texas Municipal Clerks, Inc., Code of Ethics** and to read it monthly. I love the opening paragraph of our Code of Ethics. It reads:

Recognizing their responsibilities to the people, desiring to inspire public confidence and respect for government, and believing that honesty, integrity, loyalty and courtesy form the basis of ethical conduct, members of the Texas Municipal Clerks Association, Inc., do hereby subscribe to the follow-

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PRESIDENT'S MESSAGE

ing principles and ethics which will govern the personal and professional conduct as a municipal clerk: *[full text at right]*

I don't know about you, but those words inspire me. They make me sit up straighter, stand a little taller, and hold my head up with pride as I remember that our jobs are vitally important to our communities. I hope it makes you feel the same way. I have a printed copy of our Code of Ethics framed in my office. If you do not have one, I encourage you to **print out this PDF document** and place it somewhere in your office where you will see it daily. Take time to reflect over each one of the seven statements in our Code of Ethics and think about what they mean to you in your job and personal lives.

Our Code of Ethics also guides the decisions made in our organization by our staff and executive board. I sincerely hope that every member knows this to be true. If you ever have any

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TEXAS MUNICIPAL CLERKS ASSOCIATION, INC.

Code of Ethics

Recognizing their responsibilities to the people, desiring to inspire public confidence and respect for government, and believing that honesty, integrity, loyalty and courtesy form the basis of ethical conduct, members of the Texas Municipal Clerks Association, Inc., do hereby subscribe to the following principles and ethics which will govern the personal and professional conduct as a municipal clerk:

To uphold constitutional government and the laws of my community;

To conduct my public and private life as to be an example to fellow citizens and co-workers;

To never disclose confidential information gained by reason of my position nor use such information for personal gain;

To be ever mindful of my neutrality and impartiality, rendering equal service to all and to extend the same treatment I wish to receive myself;

To impart to my profession those standards of quality and integrity that the conduct of the affairs of my office shall be above reproach and to merit public confidence in our community;

To record that which is true and preserve that which is entrusted to me as if it were my own; and

To strive constantly to improve the administration of the affairs of my office through independent study, courses, meetings and seminars, and through sound management practices to produce continued progress and so fulfill my responsibilities to my community.

PRESIDENT'S MESSAGE

question about decisions that are made please know you can call me (940-586-1313) or **any board member** to discuss your concerns. This is *your* organization and the executive board is here to serve *you*. I also encourage each of your chapters to review our Code of Ethics on a regular basis. I believe this helps to instill TMCA's values and high standards in all of our members.

It is such an honor to serve as the 2018 TMCA, Inc., president. I am excited about the upcoming year and look forward to visiting with everyone during chapter visits and seminars. ★

Thank you to everyone who donated funds to assist fellow TMCA members affected by Hurricane Harvey. We raised \$1,800 by the January 31 deadline, and gift cards have been sent to the 24 TMCA members in need. Your kind support is inspiring.



In February several city secretaries were invited to speak to a graduate class in the Department of Public Administration at the University of North Texas in Denton. They told the masters students in the "Local Government Management" class about the responsibilities of the city clerk position, some of the challenges associated with the profession, and how they ended up in their current positions. The students also asked several great questions. The first question was, "If you could change the title of your job, what would you change it to?" Of course, that got a few chuckles from the panel. The students seemed to really be intrigued by the city clerk profession.

—TMCA/TMCCP Education Director Dr. Amy Holt, TRMC

Pictured: Art Camacho, TRMC, City Secretary, City of Haltom City; Theresa Scott, TRMC, Town Secretary, Town of Flower Mound, Texas; Monica Solko, TRMC, City Secretary, City of Lake Worth; Alicia Richardson, TRMC, City Secretary, City of North Richland Hills; and Dr. Amy Holt, TRMC, TMCA/TMCCP Education Director.

TMCA held a drawing early this year for a complimentary 2018 TMCCP seminar registration amongst all those who joined TMCA or renewed their membership on or before December 31, 2017. Congratulations to Duncanville City Secretary/Administrative Assistant to City Manager **Mary Jones** on winning our drawing!

Also, at our TMCCP Election Law Seminar in January, we held a drawing for a complimentary 2018 TMCCP seminar registration amongst all those who completed their "Vendor Bingo" cards at the seminar. Congratulations to College Station Deputy City Secretary **Ian Whittenton** on winning our drawing!

TMCA/TMCCP EDUCATION DIRECTOR'S CORNER

The Incredible City Clerk



TMCCP Education Director
Dr. Amy Holt

We all want to feel appreciated for the work we do. Municipal Clerks Week is a time set aside each year to celebrate the work accomplished in the municipal clerk's office. This year Municipal Clerks Week is May 6–12. In 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a proclamation officially declaring Municipal Clerks Week the first full week of May and recognizing the essential role municipal clerks play in local government. You can find information on the International Institute of Municipal Clerk's [website](#) to help you inform your municipality about Municipal Clerks Week.

The municipal clerk profession can be one that is taken for granted, especially when the office is functioning well. It is a profession that is often misunderstood. We would like to think we are past the times when this professional administrator position is seen as primarily clerical, but unfortunately we are not. Despite this, municipal clerks in Texas (and elsewhere) do not suffer some of the pitfalls that can come along with not feeling appreciated at work. Our clerks are not disengaged from their work, they are not shirking responsibility, and they do not withhold appreciation from others. Indeed, they are truly engaged at work, devoting and applying their whole selves (physically, cognitively, and emotionally) to their organization. This is the very definition of employee engagement. In order to be engaged at work, an employee must feel that they are appreciated. "An engaged employee is one who is motivated

“We see when you attend your third after-hours meeting in a week. We see how you still provide exceptional service to citizens despite extreme grief because of the loss of a loved one... We see when you put yourselves in harm's way to protect city documents during times of disaster. We see how you care for your fellow clerk when they feel lost on the job...”

“We see all these things. Others see it, too.”

EDUCATION DIRECTOR'S CORNER

and committed to achieving results that advance organizational goals and work group objectives in meaningful ways” (Berman et al. 2016). Employee engagement is associated with reduced turnover and absenteeism and increased levels of productivity (Gallop 2013).

Some clerks face unreasonable hardship on the job. Hopefully some of the blatant unfair treatment (due to race, gender, age, etc.) has decreased as our society has progressed (although none of us are naive enough to think this type of unfair treatment has been totally eradicated), but more subtle or discreet undeserved treatment still exists. Nevertheless clerks are doing amazing things—they are incredible.

We see what you do. We see when you raise money to help fellow clerks affected by Hurricane Harvey. We see when you are named the Citizen of the Year in your municipality. We see when you pursue

your master’s degree while working your full-time job. We see when you attend your third after-hours meeting in a week. We see how you still provide exceptional service to citizens despite extreme grief because of the loss of a loved one. We see when you give of your time after a long day at work to help educate future city managers who are in graduate classes at the University of North Texas. We see when you put yourselves in harm’s way to protect city documents during times of disaster. We see how you care for your fellow clerk when they feel lost on the job. We see how you raise your grandchildren. We see how you smile every day even when you feel like crying. We see all these things. Others see it too.

Please “like” our [Facebook page](#) and keep a watch for short stories from fellow clerks that highlight more of the efforts of the Incredible City Clerks in Texas. ★

2018 TMCA Municipal Clerk of the Year

By Municipal Clerk of the Year
 Committee Chair **Kimberly Sloat, TRMC**
City Secretary, Canadian

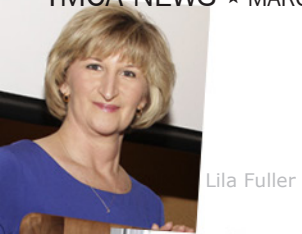
Submit your nominations by June 15, 2018

As the chair of the 2018 Municipal Clerk of the Year Committee, I get to announce the opening of nominations for Clerk of the Year! I am truly excited to be serving on this committee and can't wait to present the award to one of you!

I would like to challenge each chapter to submit a nomination for Texas Municipal Clerk of the Year this year. The application does take some work and will require a one-page cover letter recommending the nominee, but I can promise it will be worth it. We have so many hard-working, deserving individuals in the position of city secretary/municipal clerk. We should take the time to celebrate as many as we possibly can each year. So please take this opportunity to recognize a clerk's significant contributions to you, your chapter, and/or on the state level.

The nomination form may be **downloaded here** or you may contact the TMCA office to request the form (**municlerks@unt.edu** or 940-565-3488). Nomination forms will also be sent to all TMCA chapter presidents. **The deadline to submit nominations is Friday, June 15, 2018.** Please submit as early as you can.

The 2018 TMCA Municipal Clerk of the Year will be announced at the TMCA Annual Awards Banquet in South Padre Island on **October 25**, held in conjunction with the TMCCP Graduate Institute Seminar. Make plans to attend the awards ceremony to support your nominee(s) and honor the recipient of this prestigious recognition. See you there!! ★



Lila Fuller



Sherry Mashburn



LeAnn Gallman



Sandra Watkins



Art Camacho



Cheryl Gibson-Salgado

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.

Please **submit your nomination(s) to:**

Kimberly Sloat, TRMC

citysecretary@cityofcanadiantexas.com

City Secretary, City of Canadian

6 Main Street

Canadian, Texas 79014

2018 TMCA Municipal Clerk of the Year Committee:

*Chair Kimberly Sloat, TRMC
 City Secretary, Canadian*

*Amy Anderson, TRMC
 City Secretary, Lakeside City*

*Jeana Bellinger, TRMC
 City Secretary, Brenham*

*Roxanne Benitez, TRMC
 City Secretary, Spring Valley*

*Jenny Page, TRMC
 City Secretary, Frisco*

*Hilda Pedraza, TRMC
 City Clerk, Pharr*

Scholarship Opportunities

By Scholarship Committee Chair **Beth Walls, TRMC**

City Secretary/HR Director, Levelland



Beth Walls, TRMC

*2018 TMCA
Scholarship
Committee:*

*Chair Beth Walls
City Secretary/HR Dir.
Levelland*

*Sara Copeland
City Secretary
Andrews*

*Norma Grimaldo
City Secretary
Odessa*

*Lisa Henderson
City Secretary
Plano*

*Rebecca Huerta
City Secretary
Corpus Christi*

*Brenda Shaw
City Secretary
Morton*

*Tanya Smith
City Secretary
College Station*

*Doris Speer
City Secretary
Tomball*

*Mary Valenzuela
City Secretary
Kingsville*

The Texas Municipal Clerks Association, Inc., and the Texas Municipal Clerks Certification Program are dedicated to providing an educational and professional development program for novice and experienced municipal clerks. Providing for continuing education and leadership is the fundamental objective of the Association. The goal is to provide an opportunity for pursuing professional development through training and professional interaction.

The Texas Municipal Clerks Association scholarship program provides financial assistance to members who are enrolled in the Texas Municipal Clerks Certification Program, or in recertification. In addition, there are scholarships available for TMCA members who are pursuing a bachelor's or graduate degree in a program of study that directly enhances the individual's professional job performance.

On behalf of TMCA and the 2018 Scholarship Committee, I encourage you to reach for the stars, pursue your dreams of certification or recertification and follow your heart to opportunity, personal growth, and achieving your educational goals by applying for one of the many scholarships available to our members.

Scholarships applications may be mailed, faxed, or emailed to Chair Beth Walls no later than **June 15** to be considered

Learn more about scholarships and apply today:

- *About the Scholarships, page 8*
- *General Requirements, page 9*
- *Selection Criteria, page 9*
- *Scholarship Administration, page 10*

for a scholarship. Once the TMCA Scholarship Committee has reviewed and considered all applications, scholarship recipients will be notified that they have been awarded a scholarship. Scholarships will be formally presented at the annual TMCA Awards Banquet at the Hilton Garden Inn in South Padre Island on October 25, 2018. This event is held during the TMCCP Graduate Institute Seminar. ★



2019 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

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

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

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

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

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: Agent IT; 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.

2019 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 within the last three years.
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.

*Download the TMCA
Major Scholarship Award
application*

*Download the MCCi Records
Management Scholarship
application*

2019 SCHOLARSHIPS

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.

About the Scholarships • General Requirements • Selection Criteria • [Scholarship Administration](#)

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 and travel expenses; 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](#).

Apply to Serve as a Trustee on the TMCA Executive Board

Now is the time to consider applying to serve as a trustee on the TMCA Executive Board! Serving on the board is both professionally and personally rewarding.

What does the board do? The TMCA Executive Board

- is the governing body of the TMCA and oversees the activities of the organization;
- provides oversight of the educational and professional development program; (TMCCP) and, in collaboration with staff, ensures information and materials presented are current and applicable to the needs of the profession;
- plans for the future of TMCA by recognizing needs of the profession and working together to meet those needs; and
- is intentional about receiving input from the full membership of TMCA.

If you are interested in applying to serve as a trustee, complete and submit the **2018 TMCA Trustee/Officer Nomination Application form** along with the letter of recommendation by **May 1, 2018**. Send to: TMCA Nominating Committee Chair Susie Quinn, TRMC, City Secretary, City of Murphy, 206 N. Murphy Rd., Murphy, Texas 75094, or squinn@murphytx.org. ★



Who is eligible to apply? There are a few things to consider before applying to serve on the TMCA Executive Board:

- **Certification**—Applicant must be a Texas Registered Municipal Clerk (TRMC).
- **Municipal clerk**—An applicant must be a practicing city secretary or municipal clerk for at least three years and a TMCA member in good standing for at least three years.
- **Committee service**—An applicant must have a minimum of two years of TMCA committee service.
- **The support of your city**—The applicant must indicate city support by having the mayor or city manager sign the application form.
- **Letter of recommendation**—The applicant must provide a letter of recommendation from an active or retired municipal clerk or current TMCA chapter president.
- **Time and travel commitment**—Board members must commit to the travel and financial cost that may be associated with attendance of meetings.
- **One-year term commitment**—The term for a trustee is one year with option to reapply the following year.
- **Meetings**—The Board meets four times a year. The dates are scheduled months in advance so you can plan accordingly.
- **Attendance**—Attendance is crucial. Missing more than one meeting a year results in automatic resignation.

TMCCP 2018 Election Law Seminar

January 25-26, 2018, Frisco

The 2018 TMCCP Election Law Seminar was a great success! Over 500 were in attendance. We had 25 expert speakers, including longtime city secretaries, attorneys, and presenters from Texas Municipal League, Texas Ethics Commission, and the Elections Division of the Texas Secretary of State's Office. Topics ranged from ordering an election to candidate packets to provisional voting to early voting, and much, much more. We also offered the invaluable pre-seminar session on "Step By Step: Conduct of an Election." Thank you to everyone who made this seminar possible, and such a great experience!

The following pages offer a glimpse of this popular educational seminar.

Special thanks to photographer Paul Traves of f16 Photo

Feedback from the post-seminar survey:

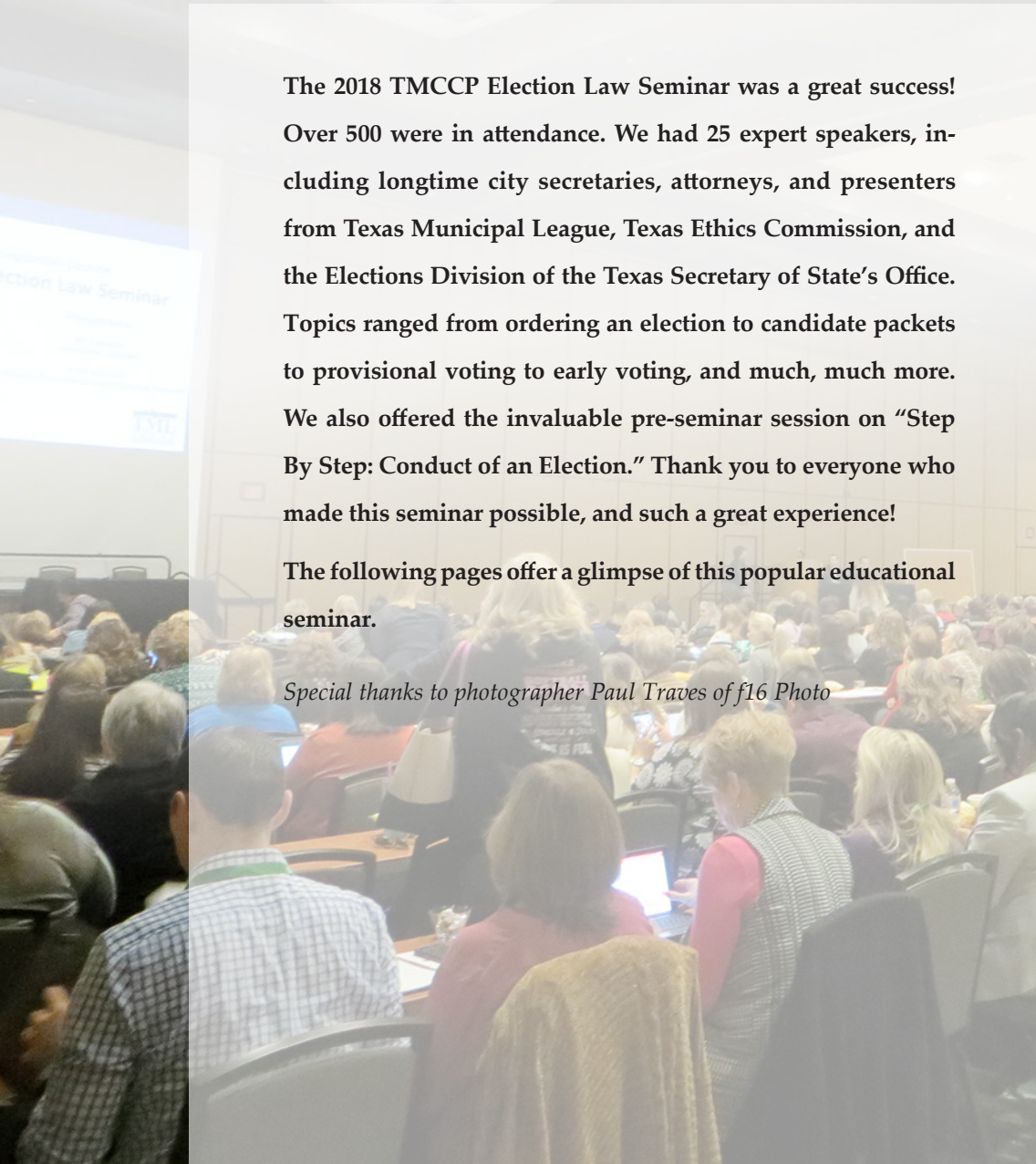
"Each year the seminar provides valuable information and helps tremendously."

"The experience was amazing. I came home understanding more than I knew going."

"I consider myself a new city secretary (three years); I gain knowledge every time I am with a group of my peers."

"Everyone I met was very nice and willing to help me in any way possible."

"Election Law is my favorite TMCA seminar."





TMCCP Election Law Seminar

At left, from top to bottom:

Volunteers assist at the seminar registration booth.

Volunteer speaker and TMCA President Marie Balthrop, TRMC, hauls her cart of materials to her session.

Attendee Tonya Todd, TRMC, queues at the registration booth before the seminar begins.



At right, from top to bottom:

Thank you to the TMCA Lone Star Chapter for generously welcoming seminar attendees with three flavors of kettle corn as the seminar opened!

TMCA staff at the seminar registration booth.

Attendees at the opening TML session of the seminar.

Below:

Lone Star Chapter President Shelley George, TRMC, with the kettle corn the chapter brought for attendees.

Check out our [Facebook page](#) for more photos!



TMCCP Election Law Seminar

At right, from top to bottom:

TMCA/TMCCP Education Director Dr. Amy Holt shakes the hand of TMCCP graduate and Athens City Secretary Bonnie Hambrick, TRMC, (*far left*) during the TMCCP Graduation Ceremony; at right are UNT Division of Finance and Administration Associate Vice President Dr. Allen Clark and TMCA Certification Committee Chair and Flatonia City Secretary Melissa Brunner.

The TMCA Certification Committee congratulated graduates and recertifying Texas Registered Municipal Clerks at the Graduation Ceremony

Below:

TMCA President Marie Balthrop speaking at the luncheon and TMCCP Graduation Ceremony. At left are UNT Division of Finance and Administration Associate Vice President Dr. Allen Clark (*left*) and keynote speaker State Representative Dr. Lynn Stucky. At right are members of the TMCCP Certification Committee.

Inset: TMCA President Marie Balthrop, TRMC, addresses attendees of the luncheon.

All photos Paul Traves, f16 Photography unless noted



Photo by TMCA staff

TMCCP Graduating Class of 2018

Congratulations to graduates earning their Texas Registered Municipal Clerk Certification!

Photograph by Paul Traves, f16 Photography



Front row: Maria Rodriguez, TRMC, Deputy City Secretary, Pearland; Vickie Berglund, TRMC, Deputy City Secretary, Missouri City; Heather Van Dine, TRMC, Records Mgmt. Coord., Friendswood; Elena Quintanilla, TRMC, City Secretary/City Manager, Ransom Canyon; Deborah Hale, TRMC, City Secretary, Collinsville; Maria Franco, TRMC, City Secretary, Bulverde; Tracylynn Garcia, TRMC, Assistant City Secretary, Tomball; Holly Owens, TRMC, City Secretary, Keene; Amber Villarreal, TRMC, Assistant City Secretary, Waxahachie; Isabel Fernandez, TRMC, Executive Assistant, Buda.

Second row: Tomika Lewis, TRMC, City Secretary, Stafford; Christine Loven, TRMC, City Secretary, Colleyville; Cynthia Chapman, TRMC, Legal Secretary, Cleburne; Ingrid Rex, TRMC, Exec. Asst. to Town Manager; Caitlyn Huddleston, TRMC, City Secretary, Gatesville; Donna Boner, TRMC, Finance/HR Director, Lake Dallas; Imelda Barrera, TRMC, Assistant City Clerk, Pharr; Jennifer Huckabee, TRMC, City Secretary, Aubrey; Kristina Vega, TRMC, City Secretary, Gonzales; Laurie Garber, TRMC, Admin. Services Mgr./City Secretary, Carrollton; April Hilbrich, TRMC, City Secretary, Victoria; Allison Tidwell, TRMC, Assistant to the City Secretary, Fort Worth; and Amy Dial, TRMC, detective, Roysse City Police Department.

Third row: Erika McComis, TRMC, City Secretary, Bridgeport; Brenda Acuña, TRMC, City Secretary, Presidio; Victoria Raduechel, TRMC, City Secretary, Fate; Kacey Weiss, TRMC, Deputy City Secretary, Brenham; Veronica Olguin, TRMC, Deputy City Secretary, Morton; Wendy Blocker, TRMC, City Secretary, Sansom Park; Grace Cruzen, TRMC, Deputy City Clerk, Alvin; Rachel Shelly, TRMC, City Secretary, Cresson; Sandra Barton, TRMC, City Secretary, Lago Vista; Amy Casey, TRMC, City Clerk, Belton; Belinda Berg, TRMC, City Secretary, Cedar Hill; Bonnie Hambrick, TRMC, City Secretary, Athens.

(Not pictured: Linda Ames, TRMC; Carolyn Anderson, TRMC; Nellie De La Fuente, TRMC, Deputy City Secretary, Galveston; Jeannie Kenyon, TRMC; Amanda Morales, TRMC, City Secretary, La Feria; Brittani Porter, TRMC, City Secretary, La Vernia; Joni Vaughn, TRMC; and Elizabeth Walker, TRMC, City Secretary, Weslaco.)

TMCCP Recertifying Class of 2018

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

Photograph by Paul Traves, f16 Photography



First row: Cecilia Castillo, TRMC, Projects Administrator, Irving; Kelly McDonald, TRMC, City Manager, Cleveland; Conchita Torrez, TRMC, City Secretary, Seymour; Theresa Scott, TRMC, Town Secretary, Flower Mound; Ellie Monteaux, TRMC, City Secretary & Assistant City Manager, Livingston; Shelly Doty, TRMC, City Secretary, Cleburne; Karen Langley, TRMC, City Secretary, Coleman.

Second row: Malinda Nowell, TRMC, City Secretary, Weatherford; Zanea Carpenter, TRMC, City Secretary, Muleshoe; Ivy Peterson, TRMC, Deputy City Secretary, Cleburne; Keesha Lay, TRMC; Alice Holloway, TRMC, City Secretary, Pilot Point; Dianne Peace, TRMC, Municipal Clerk, Jarrell; Tammy Cook, TRMC, Deputy City Secretary, San Marcos; Lacy Borgeson, TRMC, City Secretary, Temple; Melissa Brunner, TRMC, City Secretary, Flatonia; Gretchen Mercer, TRMC, City Secretary, Canyon; Karen Wilkerson, TRMC, Executive Assistant, Stephenville.

Third row: Diane Callahan, TRMC; Rebecca Garza, TRMC, City Secretary, Lubbock; Patty Cox, TRMC, City Secretary, Kirby; Young Lorfing, TRMC, City Secretary, Pearland; Art Camacho, TRMC, City Secretary, Haltom City; Michael Wells, TRMC, City Secretary, Bedford; Doris Speer, TRMC, City Secretary, Tomball; Ronda Cockerham, TRMC, City Secretary, Chandler; Irma Parker, TRMC, City Secretary, Port Aransas; Tammy Varner, TRMC, City Secretary, Midlothian.

(Not pictured: Patricia Anderson, TRMC, City Secretary, Orange; Jo Ann Beard, TRMC, City Secretary, Smyer; Teresa Borders, TRMC, City Manager, Brazoria; Connie Constancio, TRMC, City Secretary, Lockhart; Dara Crabtree, TRMC, City Secretary, Leander; Amanda Davenport, TRMC, City Secretary/Treasurer, Surfside Beach; Brenda Dennis, TRMC, City Secretary, Schertz; Janice England, TRMC, City Secretary, Saginaw; Vicki Faulkner, TRMC, City Secretary, Celina; Martha Garcia, TRMC, Deputy City Secretary, Arlington; Charlene Gardner, TRMC, Deputy City Secretary, Pampa; Pamela Gregg, TRMC; Kaylynn Holloway, TRMC, City Secretary, Bee Cave; Rachael Lynch, TRMC; Shannon Montgomery, TRMC, City Secretary, Rhome; LeAnn Quinn, TRMC, City Secretary, Cedar Park; Diane Rasor, TRMC, City Secretary, City Admin./City Secretary, Newark; Rosa Rios, TRMC, City Secretary, Abilene; Yesenia Rodriguez, TRMC, Deputy City Secretary, McAllen; Wendy Withers, TRMC, City Secretary, Shady Shores.)

THANK YOU

Thank you to everyone who contributed to the success of the 2018 Election Law Seminar!

Volunteer presenters:

Marie Balthrop, TRMC, City Secretary, Holliday
 Peggy Cimics, TRMC, City Secretary, Cibolo
 LeAnn Gallman, TRMC, City Manager, Muleshoe
 Shelley George, TRMC, City Secretary, Allen
 Caroline Webster Geppert, Senior Staff Attorney,
 Elections Division–Texas Secretary of State
 Jannette Goodall, TRMC, City Clerk, Austin
 Andrea Slater Gulley, General Counsel, Amarillo ISD
 Scott Houston, TML Executive Director & General Counsel
 Rebecca L. Huerta, TRMC, City Secretary, Corpus Christi
 Mary Kayser, TRMC, City Secretary, Fort Worth
 Bill Longley, TML Legal Counsel
 Sherry Mashburn, TRMC, City Secretary, College Station
 Amanda McCrory, TRMC, City Secretary, Burleson
 Aimee Nemer, TRMC, City Secretary, Richardson
 Jenny Page, TRMC, City Secretary, Frisco
 Irma Parker, TRMC, City Secretary, Port Aransas
 Kim Perez, TRMC, City Secretary, Ralls
 Susie Quinn, TRMC, City Secretary, Murphy
 Alicia Richardson, TRMC, City Secretary, North Richland Hills
 Crystal Roan, TRMC, City Secretary, Webster
 Doris Speer, TRMC, City Secretary, Tomball
 Mary Supino, TRMC, City Secretary, Arlington
 James Tinley, Asst. General Counsel, Texas Ethics Commission
 Leticia Vacek, TRMC, City Clerk, San Antonio
 Lee Woodward, TRMC, City Secretary, Huntsville

Volunteer session conveners:

Linda Asbell, TRMC	Gretchen Mercer, TRMC
Marie Balthrop, TRMC	Christel Pettinos, TRMC
Melissa Brunner, TRMC	Susie Quinn, TRMC
Zanea Carpenter, TRMC	Elena Quintanilla, TRMC
Jamie Lee Case, TRMC	Cheryl Salgado, TRMC
Tammy Cook, TRMC	Tanya Smith, TRMC
Machiel Covey, TRMC	Tina Stewart, TRMC
Patrice Fogarty, TRMC	Kim Sutter, TRMC
Ann Franklin, TRMC	Amy Turner, TRMC
Norma Grimaldo, TRMC	Teresa Valdez, TRMC
Thomas Harris, TRMC	Mary Valenzuela, TRMC
Kathy Hoover, TRMC	Beth Walls, TRMC
Cara McPartland, TRMC	Wendy Withers, TRMC

Volunteer attendance scanners:

Amy Arnold, TRMC	Laura Kennemer, TRMC
Melissa Brunner, TRMC	Cara McPartland, TRMC
Lisa Cabrera, TRMC	Gretchen Mercer, TRMC
Lori Cartwright, TRMC	Laure Morgan, TRMC
Jamie Case, TRMC	Ivy Peterson, TRMC
Tammy Cook, TRMC	Christel Pettinos, TRMC
Machiel Covey, TRMC	Amy Piukana, TRMC
Tammy Dixon, TRMC	Cheryl Salgado, TRMC
René Dowl, TRMC	Monica Solko, TRMC
Cathy Duhart, TRMC	Tina Stewart, TRMC
Jean Dwinnell, TRMC	Amy Turner, TRMC
Ron Gonzales, TRMC	Theresa Valdez, TRMC
Sharon Harris, TRMC	Beth Walls, TRMC
Thomas Harris, TRMC	Karen Wilkerson, TRMC
Kathy Hoover, TRMC	

TMCCP ELECTION LAW SEMINAR

All photos Paul Traves, f16 Photography

Thank You To Our Seminar Sponsors



Left to right: Platinum Level Seminar Sponsor **Municipal Code Corporation**, Platinum Level Seminar Sponsor **McCreary Veselka Bragg & Allen, P.C.**, Gold Level Seminar Sponsor **Franklin Legal Publishing**, and Gold Level Seminar Sponsor **RFD & Associates, Inc.** (Not pictured: Platinum Sponsor Underwood Law Firm)



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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

Marina Cantu, Fort Stockton
Lisa Moravitz, Upper Brushy Creek WCID
Ian Whittenton, College Station
Jessie Hanks, Pantego

Course 2

Joselyn Castillo, Mercedes
Lily Anne Garcia, Harlingen
Patricia Isaguirre, Hale Center
Heather Robertson-Caraway, Breckenridge

Course 3

Kimberly Smith, Hallsville
Sereca Huff-Huggins, Van

Course 4

Lucy Aldrich, Copperas Cove
Diana Buchanan, Haslet
Giani Cantu, Richwood
Donna Carney, Tioga
Norma Duncan, Heath
Sandra Frantz, Krugerville
Tonya Hopper, Crowell
Pamela King, Slaton
Donna Raper, Emory
Elsa T. Robles, Hondo
Cynthia Sullivan, Rosenberg

Upcoming Education & Networking Opportunities

April 4, 2018 • San Antonio, Texas

Athenian Dialogue: "The Passage of Power: The Years of Lyndon Johnson" • [learn more](#)

April 5-6 • San Antonio, Texas

TMCCP Seminar: "Open Meetings Act, Public Information Act, Parliamentary Procedure, Agendas & Minutes" • [learn more](#)

April 18 • Flower Mound, Texas

North Texas Chapter's Professional Seminar: "Avoiding Legal Pitfalls" • [learn more](#)

April 27 • Bryan, Texas

Athenian Dialogue: "Hidden Figures: The American Dream and the Untold Story of the Black Women Mathematicians Who Helped Win the Space Race" • [learn more](#)

May 20-23 • Norfolk, Virginia

IIMC Annual Conference • [learn more](#)

June 13 • Amarillo, Texas

Athenian Dialogue: "Daring Greatly: How the Courage to be Vulnerable Transforms the Way We Live, Love, Parent, and Lead" • [learn more](#)

June 14-15 • Amarillo, Texas

TMCCP Public Funds Investment Seminar • *registration will be announced on TMCA website six weeks prior to seminar*

Texas Municipal League Report

By TML Representative **Kim Sutter, TRMC**

City Secretary, Euless



Kim Sutter, TRMC

I am honored to serve on the Texas Municipal League Board of Directors as the TMCA, Inc., representative. TML staff graciously hosted a board member orientation on February 22 in Austin for all new incoming board members. Despite the rainy and cold weather, my arrival was warm and welcoming. We were greeted by TML President Holly Gray-Moore, mayor pro tem, Roanoke, and TML Executive Director Bennet Sandlin. Together they reviewed the purpose of TML with us, what we could expect in the upcoming year, and treated us to dinner and fellowship in the evening.

The next day we joined the entire board for the first board meeting of the year. President Gray-Moore reviewed her appointments to the 2018 TML Executive Committee and the TML Budget and Audit Committee:

2018 TML Executive Committee:

Suzanne de Leon, Mayor, Balcones Heights

Larry V. Green, Councilmember, Houston

Holly Gray-Moore, TML President

John B. Love, III, TML President-Elect, Councilmember, Midland

Mary Dennis, TML Past President, Mayor, Live Oak

C.J. Wax, TML Past President, Mayor, Rockport

Jungus Jordan, TML Past President, Councilmember, Fort Worth

Leonard Reed, TML Past President, Mayor, Willis

Henry Wilson, TML Past President, Councilmember, Hurst

Terry Henley, TML Past President, Mayor Pro Tem, Meadows Place

TML Budget and Audit Committee:

John B. Love, III, TML President-Elect, Councilmember, Midland

Stacie Talbert Anaya, Director of Parks & Recreation, Lewisville

Barbara Hooten, Mayor, Menard

Tadd Phillips, Human Resources Director, Georgetown

Ramiro J. Rodriguez, Jr., Mayor, Palmhurst

Although the legislative agenda will be set later in the year, there was much discussion about revenue caps, election politics, small cell nodes, and federal issues related to infrastructure and budget. On a positive note, Executive Director Sandlin reported that he feels that cities will have a seat at the table during the revenue cap discussions as the business community is reaching out for support of the renewal of Chapter 312 related to property tax abatements. The business community is basically offering their support to fight

TML REPORT

revenue caps if city government will support the renewal of Chapter 312. Chapter 312 is set to expire September 1, 2019, if the legislature does not take action to extend the expiration date.

Additionally, Executive Director Sandlin reported that the small cell lawsuit has now moved to the federal level and advised that there is still time for cities wishing to join the coalition lawsuit. Cities wishing to join the coalition should contact McAllen City Attorney Kevin Pagan.

Other action by the board included a revision to the TML Legislative Policy development process, geared toward streamlining the policy committee process; it includes changing the resolutions process to better integrate with policy committees, and changing to a fixed legis-

lative program that is modified every two years instead of readopted in its entirety. The proposed revisions will require amendments to the TML constitution, and the board is expected to consider the amendments at their June or October meeting. Following consideration by the TML board, the amendments will be presented to the membership at the annual meeting for consideration.

Additionally, the board received a legal update, the communications report, and a membership update.

I left Austin with a renewed respect for TML and its staff, and look forward to serving alongside the board members as we prepare for a challenging legislative session. ★

IIMC Region IV



International Institute of Municipal Clerks Region IV members are pictured above at their annual meeting, held this year in Fort Smith, Arkansas, on December 6-8. The Arkansas clerks put together a great meeting with education sessions and fellowship! IIMC Region IV members include Arkansas, Louisiana, Mississippi, Oklahoma, and Texas.

Thank you to IIMC President and Fort Worth City Secretary Mary Kayser and IIMC Region IV Director Diane Whitbey for sharing this photo!

IIMC Bulletins

Congratulations to Hilda Pedraza, TRMC, city clerk, Pharr, and Alicia Smith, TRMC, city secretary, Willow Park, on receiving the Certified Municipal Clerk (CMC) designation from the International Institute of Municipal Clerks (IIMC).

Hilda Pedraza earned her Texas Registered Municipal Clerk (TRMC) Certification from TMCCP in 2010 and recertified in 2015. Hilda has been a member of TMCA for over ten years. She currently serves on TMCA's Municipal Clerk of the Year Committee.

Alicia Smith earned her TRMC designation from TMCCP in 2016 and is enrolled in her first recertification. She is a longtime member of TMCA.

TMCA CHAPTER NEWS

Alamo Chapter

By Chapter President **Sandra Passailaigue, TRMC**
City Secretary, Leon Valley

The Alamo Chapter met twice on December 6, 2017.

We first met at Courtyard Café in the City of Leon. At this time we held our business meeting lunch where we approved the October 25 minutes and the treasurer's report. Treasurer Lisa Hernandez presented the Alamo Chapter 2018 Budget which was unanimously approved.

Members present at this meeting were: President Sandra Passailaigue, Leon Valley; Vice President Jennifer Reyna, Alamo Heights; Secretary: Debra Howe, Castroville; Treasurer Lisa Hernandez, Natalia; Carole Vanzant, Fair Oaks Ranch; Peggy Cimics, Cibolo; Amanda Valdez, Cibolo; Christina Picioccio, Fair Oaks Ranch; and retiree Yolanda Benitez.

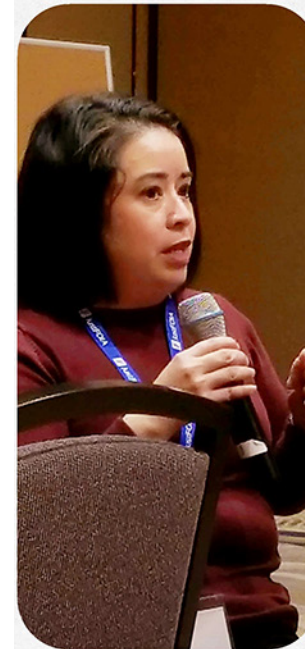
Later that day we met at Paesanos Italian Restaurant for a holiday gift exchange and wonderful supper. Members present were: President Sandra Passailaigue, Leon Valley; Debra Howe, Castroville; Leticia Vacek, San Antonio; and Leticia Saenz, San Antonio.



Alamo Chapter members at their December 2017 holiday dinner.

ALAMO CHAPTER

Many members of the Alamo Chapter attended the Election Law Seminar in Frisco this January. We are proud to have some of our members as speakers. We had a great time traveling and learning together as a group how to best conduct our elections. We learned many new things that we each look forward to taking back to our cities to implement.



ALAMO CHAPTER

Upcoming Events and Important Information

Our next regular meeting was scheduled to be hosted in the City of Cibolo on February 28 at 11:30 a.m. TMCA President Marie Balthrop will be our special guest and we will have a speaker from the Texas State Library and Archives Commission on the topic of “Social Media.”

If you are in our area and would like to join the Alamo Chapter, we would love to have you. Please contact the Alamo Chapter Membership Committee at s.pass@leonvalleytexas.gov or jreyna@alamoheightstx.gov for more information.

TMCA CHAPTER NEWS

Bluebonnet Chapter

By Chapter Secretary **Staci L. King, TRMC**

City Secretary, Stephenville

The Bluebonnet Chapter met on December 13, 2017, in Hamlin. Members were welcomed by Hamlin City Administrator Bobby Evans and a barbeque lunch was provided by Texas Communities Group, LLC, and the City of Hamlin.

The meeting began with a welcome from Hamlin City Secretary Rose Soliz and City Administrator Bobby Evans. Invocation was given by Hamlin Mayor E. C. Ice. Minutes and the treasurer's report were presented and approved.

The following officers were elected to serve 2018-2019: President Christi Wynn, TRMC, city secretary, Brownwood; Vice President

Top photo: The chapter at their December meeting. On stairs, from left to right: Tina Aldape, Administrative Clerk, City of Hamlin; Christi Wynn, TRMC, City Secretary, Brownwood; Karen Wilkerson, TRMC, Executive Assistant, Stephenville; Maria Franco, TRMC, Deputy City Secretary, San Angelo; Staci King, TRMC, City Secretary, Stephenville. *Front row:* Rose Soliz, City Secretary, Hamlin; Ryan Polster, City Secretary, Hamilton; Karen Langley, TRMC, City Secretary, Coleman; Pat Martindale, City Secretary (retired), Bronte; Kay Torres, City Secretary (retired), Robert Lee; Kim Bryant, City Secretary, Stamford; Heather Robertson-Caraway, City Secretary, Breckenridge; Linda Knight, TRMC, City Secretary (retired), Breckenridge; Diane Latham, Deputy City Secretary, Breckenridge.

Near right photo: Ryan Polster, Hamilton, Treasurer; Staci King, Stephenville, Secretary; Karen Langley, Vice President, Coleman; Christi Wynn, Brownwood, President.



BLUEBONNET CHAPTER

Karen Langley, TRMC, city secretary, Coleman; Treasurer Ryan Polster, city secretary, Hamilton; Secretary Staci King, TRMC, city secretary, Stephenville.

Christi Wynn, TRMC, city secretary, Brownwood, was recognized as Bluebonnet Chapter Clerk of the Year. The chapter would like to acknowledge the hard work, dedication, and positive attitude that Christi brings to her city and the chapter. We appreciate everything you do!

Kim Bryant, city secretary, Stamford, received a scholarship from the Bluebonnet Chapter to assist her in continuing her training and education.

The Bluebonnet Chapter meets quarterly on the second Wednesday of the month at noon. The meeting locations for 2018 are:

March 14 – Stamford

June 14 – Brownwood (*moved to Thursday so we can meet at Underwood's*)

September 12 – Dublin

December 12 – Stephenville

Everyone is welcome to join us for lunch and fellowship! We would love for you to be a part of our chapter!

The Bluebonnet Chapter would like to congratulate Maria Franco, TRMC, on her new job in Bulverde! We will miss you!



Christi Wynn, TRMC, city secretary, Brownwood, was recognized as Bluebonnet Chapter Clerk of the Year.

TMCA CHAPTER NEWS

Central Texas Chapter

By Chapter Secretary **Amber Fuller, TRMC**
City Secretary, Hubbard

The Central Texas Chapter of Municipal Clerks held a quarterly meeting on December 1, 2017 at the Saltgrass Steak House in Waco. Jana Lewellen, President of the Central Texas Chapter, City Secretary, Robinson, welcomed everyone as they arrived bearing unwrapped toys to donate to “Toys for Tots”. The nomination committee presented the chapter with the proposed officers for the 2018-2020 cycle. The chapter enjoyed participating in their annual Christmas Ornament Exchange.

The chapter will meet next in June in the City of Woodway.



Chapter members present at the December meeting:

- President, Jana Lewellen, City Secretary, Robinson
- Secretary, Amber Fuller, City Secretary, Hubbard
- Wanda Brooks, Administrative Asst., Bellmead
- Althea Wall, City Secretary, Morgan’s Point Resort
- Amy Casey, City Clerk, Belton
- Roshuna Wiley, Deputy City Secretary, Mexia
- Christi Shivers, City Secretary, Mexia
- Esmeralda Hudson, City Secretary, Waco
- Patricia Ervin, Interim City Secretary, Bellmead
- Lydia Lopez, City Secretary, Hewitt
- Michelle Hicks, City Secretary, Lacy Lakeview
- Donna Barkley, City Secretary, Woodway

TMCA CHAPTER NEWS

Coastal Bend Chapter

By Chapter Secretary **Rebecca L. Huerta, TRMC**

City Secretary, Corpus Christi

Greetings from the Coastal Bend Chapter! This quarter, our chapter held a meeting in Sinton on December 21, 2017. Those in attendance were: Irma Parker, City Secretary, City of Port Aransas; Mary Valenzuela, City Secretary, City of Kingsville; Rebecca Huerta, City Secretary, Corpus Christi; Teresa Valdez, City Secretary, City of Rockport; Ruby Beaven, Assistant City Secretary, City of Rockport; and Cathy Duhart, City Secretary, City of Sinton.

We enjoyed a delicious meal at the Back Street Café. Our program was a roundtable discussion regarding Disaster Preparations and Recovery Process in the aftermath of Hurricane Harvey. Hurricane Harvey made landfall just north of Corpus Christi as a Category 4 storm, devastating the Coastal Bend communities of Rockport, Ingleside, Aransas Pass, Refugio, and Port Aransas, among others.

We enjoyed seeing each other, sharing our experiences, discussing lessons learned, and counting our blessings.

During our business meeting, Vice President Mary Valenzuela, chair of the nominating committee, made the following nominations for officers: Mary Valenzuela, President; Rebecca Huerta, Vice President; Ruby Beaven, Treasurer; and Cathy Duhart, Secretary. TMCA President Marie Balthrop will swear the members in at our March meeting. We discussed continuing education opportunities at the IIMC regional conference and Texas Municipal Clerks Association. President Irma Parker also congratulated Mary Valenzuela and Rebecca Huerta for their appointment to the TMCA Scholarship Committee.

Anyone interested in joining the Coastal Bend Chapter, or for general inquiries, can contact Chapter Secretary Rebecca L. Huerta, City Secretary, Corpus Christi, at 361-826-3105 or rebeccah@cctexas.com.

TMCA CHAPTER NEWS

Hill Country Chapter

By Chapter Secretary **Kelly Dix**
City Secretary, Burnet

Happy New Year from the Hill Country Chapter!

The Hill Country Chapter met in December, at the Rathskellar Restaurant in Fredericksburg for our annual Christmas luncheon. As always we had a great time visiting and doing our gift exchange. Those in attendance are pictured at right.

Several members of the Hill Country Chapter were in attendance for the 2018 Election Law Seminar in Frisco. While we were busy “sharpening our skills,” we also were able to visit with friends from all over the state. The Hill Country Chapter would like to send out a huge thank you to the TMCA staff and officers for a job well done, and a special “Glad to have met you” to all of the first-time attendees! The knowledge we receive not only from the sessions but by networking with our fellow secretaries is invaluable.

The entire Hill Country Chapter of City Secretaries wishes each of you the best during the 2018 election season!

To join the Hill Country Chapter of City Secretaries, please contact President Toni Milam, City Secretary, Llano, at tmilam@cityofllano.com.



The Hill Country Chapter in December. *Front, left to right:* Kelly Dix, City of Burnet; Tina Keys, City of Brady; Brenda Craig, City of Kerrville; Laura Calcote, City of Wimberley, Margie Rivera, City of Fredericksburg. *Back:* Kerri Craig, City of Horseshoe Bay, Toni Milam, City of Llano, Shelley Britton, City of Fredericksburg.

HILL COUNTRY CHAPTER



At left: Congratulations to Suzanne Finch, City Secretary, Hereford, the lucky winner of the Hill Country Chapter Door Prize at the October Graduate Institute Conference, held in San Marcos in October. Suzanne and her husband are pictured with Hill Country Chapter President Toni Milam, City Secretary, Llano.

Above: Hill Country Chapter attendees at the TMCCP Graduate Institute. *Seated left to right:* Sabrina Maultsby, City Secretary, San Saba, and Kerri Craig, City Secretary, Horseshoe Bay. *Standing:* Hill Country Chapter President Toni Milam, City Secretary, Llano; Elaine Simpson, Hill Country Chapter TMCA Secretary of the Year nominee and City Secretary for the City of Granite Shoals

TMCA CHAPTER NEWS

Lone Star Chapter

By Chapter President **Shelley George, TRMC**

City Secretary, *Allen*

The Lone Star Chapter met in October and December. On October 12, the City of Greenville hosted the chapter meeting at the Texas Theater Greenville. The Texas Theater dates to the 1800s as the King Opera House. Our program featured Kevin Banks, a 20-year marketing employee with the Walt Disney World, speaking on, “Customer Service Tips from the Happiest Place on Earth.”

At this meeting, the membership voted to approve amendments to its bylaws and to purchase welcome gifts for members attending the TMCCP Election Law in Frisco in January.

The chapter held its annual holiday party and held its final meeting of 2017 on December 6 at the Richardson Civic Center. The Chapter voted to donate all funds raised from the holiday silent auction to the TMCA’s hurricane relief fund for its members at the TMCCP Election Law Seminar.

At top right: The chapter at their October meeting at the Texas Theater Greenville.

At near right: The chapter at their annual holiday part at the Richardson Civic Center.



LONE STAR CHAPTER

On January 24, the Chapter hosted an Athenian Dialogue featuring the book *Searching for Augusta: The Forgotten Angel of Bastogne* by Martin King. A big THANK YOU to Mary Lynne Stratta, TRMC, City Secretary, Bryan, for facilitating the discussion with 34 attendees.

Please join us as a member or guest at one of our upcoming chapter meetings on April 11 in Wylie or June 6 in The Colony. Visit tmcalonestarchapter.com to learn more about the Lone Star Chapter.

At top right: The Lone Star Chapter welcomed attendees to the January TMCCP Election Law Seminar with three different flavors of kettle corn.

At near right: Chapter members attending the January TMCCP Election Law Seminar in Frisco.

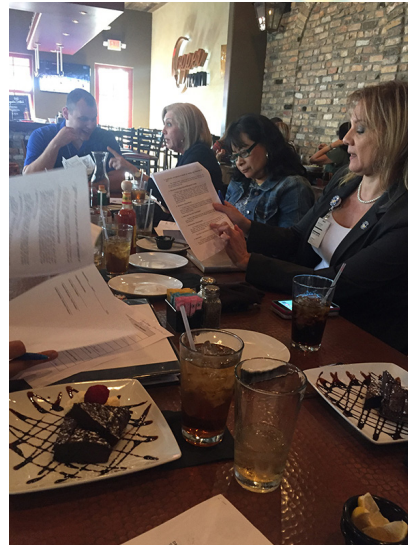


TMCA CHAPTER NEWS

Lower Rio Grande Valley Chapter

By Chapter Historian **Norma Cantu, TRMC**
 Executive Assistant for City Manager, Weslaco

The Lower Rio Grande Valley Chapter met on November 15 at the Cooper Moon Bar & Grill in the City of McAllen. In lieu of a speaker, we engaged in a round table discussion on topics such as: office etiquette, customer service, policies and procedures, and related department forms. We also discussed the “Public Officer Confidentiality Form” created by City of Pharr for use regarding Public Information Requests; glitches with BoardSync Live Streaming experienced by City of Weslaco; and processes on public comments and public hearings. After the discussions we had some good-tasting food and dessert hosted by City of McAllen. We then proceeded to approve the minutes for the meeting in October.



Inset: Hilda Pedraza, TRMC, city clerk, Pharr, discusses an item on the chapter’s minutes.

Top right: The chapter at their November meeting in McAllen.

Near right: During the chapter’s November meeting there was a round table discussion.

LOWER RIO GRANDE VALLEY CHAPTER

The Lower Rio Grande Chapter also met on December 13 at the Bass Pro Shop – Uncle Buck’s Fish Bowl & Grill in the City of Harlingen. The attendees enjoyed lunch; business discussion was held on possible upcoming training for the region, and discussion on a planning calendar for 2018 with a list of hosting cities and guest speakers for the year. After the business meeting, the group held a white elephant gift exchange along with some delicious cake and goodies.

The LRGV Chapter congratulates Hilda Pedraza, TRMC, City Clerk, Pharr, for successfully fulfilling all the requirements of the Certified Municipal Clerk (CMC) Program offered by the International Institute of Municipal Clerks and earning her CMC designation. We also congratulate Imelda Barrera, Assistant City Clerk, Pharr, and Secretary/Treasurer of the LRGV Chapter; Amanda Morales, City Secretary, La Feria; and Elizabeth M. Walker, City Secretary, Weslaco, for completing all of the requirements of certifica-

Photos clockwise from top left: The chapter at their December meeting in Harlingen.

Port Isabel City Secretary Susie Alcocer and Assistant City Secretary Nadini Jee.

LGRV Chapter board members President Ana Valdez, City Secretary, Penitas; Vice President Yesenia Rodriguez, Deputy City Secretary, McAllen; Secretary-Treasurer Imelda Barrera, Assistant City Clerk, Pharr; and Historian Norma Cantu, Executive Assistant to the City Manager, Weslaco. Historian Norma Cantu, and Perla Lara, City Secretary, McAllen.



LOWER RIO GRANDE VALLEY CHAPTER

tion the Texas Municipal Clerks Certification Program and for earning their Texas Registered Municipal Clerk (TRMC) designation. Congratulations as well to McAllen Deputy City Secretary and LRGV Chapter Vice President Yesenia Rodriguez for completing all of the requirements to re-certify as well through the Texas Municipal Clerks Certification Program. We wish these ladies all the best in their professional endeavors.

For those wishing to join the LRGV Chapter please contact President Ana M. Valdez at citysecretary@cityofpenitas.com. Meetings are held the third Wednesday of every month at 11:30 a.m. Also be sure to like our Facebook page at www.facebook.com/lrgvsecretaries.

LOWER RIO GRANDE VALLEY CHAPTER MEMBERSHIP CITIES:

Alamo, Alton, Brownsville, Donna, Edcouch, Edinburg, Elsa, Granjeno, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Los Indios, Lyford, McAllen, Mercedes, Mission, Palmview, Penitas, Pharr, Port Isabel, Palmhurst, Raymondville, Rancho Viejo, San Benito, San Juan, So. Padre, Sullivan City, Weslaco

TMCA CHAPTER NEWS

North Texas Chapter

By Chapter President **Sheila Morales, TRMC**

Town Secretary, Copper Canyon

Greetings TMCA Members!

Wow...I'm so thankful for our local municipal clerk's chapter, the North Texas Municipal Clerks Association (NTMCA). Our members, now eighty-six strong, make NTMCA what it is today. Over the last few months, various members and committees have worked together hosting two educational meetings, planning a holiday lunch, organizing fundraisers for a local charity and our chapter's scholarship fund, all while working their own jobs and pursuing their own educational goals.

Education Accomplishments

During the January Texas Municipal Clerks Certification Program Graduation Exercises, our association had seven graduates and eight re-certification candidates. In addition, two of our members passed program examinations. These accomplishments require a lot of commitment, dedication, time, and a lot of studying. Way to go! Congratulations to the following: third recertification - Art Camacho (Haltom City); second recertification - Diane Callahan (Retired); first recertifications - Martha Garcia (Arlington), Shannon Montgomery (Rhome), Malinda Nowell (Weatherford), Theresa Scott (Flower



The North Texas Chapter at their November meeting in Coppell. Back Row: Kim Sutter (Eules), Lisa Cabrera (Joshua), Ashley Owens (Coppell), Jennifer Phillips (Irving), Amanda Hartwick (University Park), Christel Pettinos, Erika McComis (Bridgeport), Jean Dwinell (Coppell); Middle Row: Miriam Sheehan (TMCCP/TMCA), Lauri Garber (Carrollton), Peggy Burnside (TMCCP/TMCA), Lindsay Wells (Eules), Shelley George (Allen), Dianna Buchanan (Haslet), Diane Cockrell (Decatur); Front Row: Monica Solko (Lake Worth), Sheila Morales (Copper Canyon), Amy Shelley (Southlake), Christine Greene (University Park).

NORTH TEXAS CHAPTER

Mound), Michael Wells (Bedford), Wendy Withers (Shady Shores); 2018 TMCCP graduates - Wendy Blocker (Sansom Park), Laurie Garber (Carrollton), Jeannie Kenyon, Christine Loven (Colleyville), Erika McComis (Bridgeport), Ingrid Rex (Flower Mound), Allison Tidwell (Fort Worth); passed TMCCP exam(s) - Tara Brooks (Grapevine) and Dianna Buchanan (Haslet).

This past November we held a meeting hosted by the City of Coppell. Coppell City Manager Mike Land spoke about “Workplace Culture,” providing us with an overview of how the City of Coppell has built, and are continuing to build, their culture. Mr. Land explained that building culture takes time; the City of Coppell has been working on theirs for years. Overall, the presentation was educational and inspiring.

In December we enjoyed our annual NTMCA Holiday Luncheon at the Grapevine Convention and Visitor’s Bureau. The Holiday Luncheon Committee did a great job preparing and hosting the event. The “Gingerbread” theme was adorable and decorating gingerbread houses added a lot of fun to the event.

This year’s chosen charity for the Holiday Luncheon was Metrocrest Services. Tracy Eubanks, their CEO, explained that Metrocrest Services focuses on assisting families, individuals, and senior adults who are coping with crisis situations, need help stabilizing their lives, or who require support to live independently. Mr. Eubanks encouraged us to volunteer and serve in our own communities. Attendees demonstrated their generosity by donating \$400 to Metrocrest Services.



At top: Coppell City Manager Mike Land was the speaker at the chapter’s November meeting.

Above: Lisa Cabrera, TRMC, city secretary, Joshua; Linda Huff (retired city secretary of Grapevine); Diane Cockrell, TRMC, city secretary, Decatur; Jodi Brown (retired city secretary of Grapevine).

NORTH TEXAS CHAPTER

The Alyce Deering Scholarship Committee did a great job organizing and collecting a wonderful assortment of silent auction items for the Holiday Luncheon. Attendees had over fifteen items to bid on, anywhere from a “Shark Tank” basket to “Design Your Own” street signs. Altogether \$1,377 was raised for our Chapter’s Alyce Deering Scholarship Fund.

We so enjoyed having several NTMCA retirees join us at the luncheon: Jodi Brown, Diane Callahan, Linda Huff, and Norma Zenk. It’s always a treat having them attend.

The chapter’s January meeting was hosted by the City of Irving at the South Irving Library. As part of the meeting, Kevin Banks, Greenville Municipal Auditorium/Tourism Manager, shared the history of his career working in many roles within The Disney Company. Mr. Banks encouraged the group stating we can do anything we want to and also advised us to never take anyone or any situation for granted.

At top right: The North Texas Chapter at their January meeting. Back Row: Art Camacho (Haltom City), Kim Sutter (Euleess), Lindsay Wells (Euleess), Dianna Buchanan (Haslet), Lisa Cabrera (Joshua), Theresa Scott (Flower Mound), Mary Supino (Arlington), Aimee Nemer (Richardson), Janice England (Saginaw); Second Row: Michael Wells (Bedford), Cecilia Castillo (Irving), Ron Gonzales (Fort Worth), Jennifer Phillips (Irving), Alicia Richardson (North Richland Hills); Front Row: Kristi Gilbert (Argyle), Monica Solko (Lake Worth), Sheila Morales (Copper Canyon), Amy Shelley (Southlake), Christine Green (University Park)

At near right: Chapter President Sheila Morales, Copper Canyon; Greenville Municipal Auditorium/Tourism Manager and January meeting speaker Kevin Banks; and Chapter Vice President Amy Shelley, Southlake



NORTH TEXAS CHAPTER

Looking Forward

Over the next few months, we have the following meetings/presentations scheduled.

- March 29, Haltom City: Rex Phelps, Haltom City Deputy City Manager, will share “E to the 4th Power— An Internal Focus to Meet the External Mission.”
- April 18, Flower Mound: Our chapter’s Annual Professional Seminar will meet at the new Denton County Southwest Courthouse in Flower Mound. The topic is “Avoiding Legal Pitfalls.” Representatives from the law firm of Taylor, Olson, Adkins, Sralla & Elam LLP will help attendees gain a better understanding of the complex legal issues specifically as it relates to the functions of the municipal clerk’s office. Guests are welcome to attend; details can be found [here](#).

In closing, our chapter is strong because of our members and their dedication to their careers and our Association.

Several of the North Texas Chapter’s city secretaries were invited to speak to a graduate class in the Department of Public Administration at the University of North Texas in Denton. They told the masters students in the “Local Government Management” class about the responsibilities of the city clerk position, some of the challenges associated with the profession, and how they ended up in their current positions. The students also asked several great questions. The first question was, “If you could change the title of your job, what would you change it to?” Of course, that got a few chuckles from the panel. The students seemed to really be intrigued by the city clerk profession.

—TMCA/TMCCP Education Director Dr. Amy Holt, TRMC



Pictured: Art Camacho, TRMC, City Secretary, City of Haltom City; Theresa Scott, TRMC, Town Secretary, Town of Flower Mound, Texas; Monica Solko, TRMC, City Secretary, City of Lake Worth; Alicia Richardson, TRMC, City Secretary, City of North Richland Hills; and Dr. Amy Holt, TRMC, TMCA/TMCCP Education Director.

TMCA CHAPTER NEWS

Northeast Texas Chapter

By Chapter President **Doris Crockett**

City Secretary, Bullard

The quarterly meeting of the Northeast Texas Chapter was held December 13, 2017, in Tyler at the home of Chapter President Doris Crockett. Members were welcomed and invited to socialize and enjoy a hot beverage and Texas Trash.

The meeting was called to order and regular chapter business was conducted. Due to the 2017 Hurricane Harvey and the effect on Texas cities, TMCA began accepting donations that would be distributed to twelve Texas city secretaries who were personally affected by the hurricane. Our December meeting normally includes a gift exchange, usually with a \$20 maximum. The gift exchange was set for a \$10 Christmas ornament and members were invited to bring a monetary donation for those city secretaries affected by the hurricane. It was also voted to make a donation from the Chapter in addition to the contributions received.

A “get to know you better” game was played with each member drawing a card and giving her answer to personal/professional questions—what job you would choose if money wasn’t a factor, favorite movie and why, what accomplishment are you most proud

At right: The Northeast Texas Chapter at President Doris Crockett’s home for their December meeting.



NORTHEAST TEXAS CHAPTER

of, when you were in high school what did you think your career would be, if calories didn't count what food would you choose, etc. The Christmas ornament exchange was played and lunch of chicken spaghetti, salad, green beans, Texas toast, and a variety of desserts was served.

Changes are also taking place within our chapter. Congratulations and best wishes and much success are extended to Sherry Roberts, former assistant city manager/city secretary of White Oak, who as of February 1 is the new city manager of Dalworthington Gardens, and to Melba Haralson, former city secretary for the City of Gladewater, who as of March 1 is the new assistant city manager/city secretary for the City of White Oak!

Congratulations also to Bonnie Hambrick (Athens) for completing her TRMC certification and to Ronda Cockerham (Chandler) on her TRMC recertification.

Also, our condolences to our former chapter president Rosena J. Becker-Ross (Mt. Enterprise) on the loss of her husband Rodney Ross after a lengthy illness.

Our next chapter meeting will be March 16 at a yet undetermined location. We invite members of our profession in our area to join our chapter. For information, please contact Chapter Secretary Kristan Kahler (Ore City) at cityoforecity@etex.net or Chapter President Doris Crockett (Bullard) at dcrockett@bullardtexas.net.



TMCA CHAPTER NEWS

Panhandle Chapter

By Chapter Secretary **Lynn French**

City Secretary, Gruver

Since the last TMCA newsletter, the Panhandle Chapter met once, on December 14 for our bi-monthly meeting at The Amarillo Club in Amarillo. Members first had lunch then celebrated our annual Christmas Party with a “Dirty Santa” gift exchange, where some gifts were stolen multiple times! Everyone always does such a great job finding unique and beautiful gifts for each other!

The meeting was called to order by President Karen Price, TRMC, city secretary, Pampa, who welcomed all attendees to the meeting. The minutes and treasurer reports were presented and approved, we also discussed our contract with the Amarillo Club to have a set meeting place for the upcoming year.

Cheryl Gibson-Salgado shared very gracious and heartfelt words on her recent TMCA Texas Municipal Clerk of the Year award, and we were all very happy for her!

We have one member who shared some exciting news with us! Chapter member Patricia Phipps will be retiring as city manager/city secretary from the City of Friona on December 29, 2017. Patricia started with the City of Friona in 1983 as a front desk clerk. She became the city secretary/finance manager in 1996, and then the city manager in 2009. Patricia became a Texas Registered Municipal Clerk in January 2007 and recertified



At the chapter's Christmas party. *Back row:* Veronica Willburn (Panhandle), Stella Sauls (Borger), Lynn French (Gruver), Patricia Phipps (Friona), Cheryl Gibson-Salgado (Spearman), Karen Price (Pampa), Charlene Gardner (Pampa), Kim Fowler (Perryton). *Front row:* Francis Hibbs (Amarillo), Gretchen Mercer (Canyon), Nelwyn Ward (Memphis), Kim Rehkopf (Dumas), Machiel Covey (Clarendon).

PANHANDLE CHAPTER

in 2012. Mayor Ricky White said that Patricia was a real “tight wad”! She was able to build up the city’s reserve while operating on a very tight budget. President Price presented Patricia with a monogrammed tote from the chapter, and Cheryl Gibson-Salgado presented her with a monogrammed lap blanket with the TMCA emblem on it from TMCA.

Historian Cheryl Gibson-Salgado installed the chapter’s officers for the 2018-2019 term: President Kimberly Sloat (absent); Vice President Machiel Covey; Secretary Lynn French; Treasurer Kristina Solomon (absent); Historian Karen Price. Each officer raised their right hand and repeated the oath.

Our next meeting was scheduled to be a round table discussion at Youngblood’s Restaurant on February 15. The December meeting was then adjourned.

We had ten members attend the TMCCP Election Law Seminar in January in Frisco, and two members receiving their first recertification: Charlene Gardner, Pampa, and Gretchen Mercer, Canyon. Congratulations to those ladies, we sure are proud of y’all! Members in attendance at the seminar: Machiel Covey, Clarendon; Kim Fowler, Perryton; Cheryl Gibson-Salgado, Spearman; Gretchen Mercer, Canyon; Kim Rehkopf, Dumas; Kimberly Sloat, Canadian; Kristina Solomon, Tulia; Lynn French, Gruver; Nelwyn Ward, Memphis; and Veronica Willburn, Panhandle.

If you are interested in attending a meeting or joining the TMCA Panhandle Chapter, please contact Lynn French, 806-733-2424 or gruver_city@gruver.net.



Chapter members at the TMCCP Election Law Seminar, from left to right: Cheryl Gibson-Salgado (Spearman), Kristina Solomon (Tulia), Kim Fowler (Perryton), Kimberly Sloat (Canadian), Kim Rehkopf (Dumas), Veronica Willburn (Panhandle), Nelwyn Ward (Memphis), Machiel Covey (Clarendon).

Members in attendance at the December meeting:

Karen Price, TRMC, City Secretary, Pampa-President
 Machiel Covey, TRMC, City Secretary, Clarendon – Secretary
 Cheryl Gibson-Salgado, TRMC, City Secretary, Spearman-Historian
 Charlene Gardner, TRMC, Deputy City Secretary, Pampa
 Nelwyn Ward, City Secretary, Memphis
 Frances Hibbs, TRMC, City Secretary, Amarillo
 Gretchen Mercer, TRMC, City Secretary, Canyon
 Stella Sauls, TRMC, City Secretary, Borger
 Kim Fowler, City Secretary, Perryton
 Kim Rehkopf, City Secretary, Dumas
 Lynn French, City Secretary, Gruver
 Patricia Phipps, TRMC, City Manager/Secretary, Friona
 Roni Willburn, City Secretary, Panhandle

TMCA CHAPTER NEWS

Pineywoods Chapter

By Chapter President **Ellie Monteaux, TRMC**

City Secretary and Assistant City Manager, Livingston

Greetings from the Pineywoods Chapter! 2018 is off to a great start in our region of Texas.

Several Pineywoods Chapter members attended the TMCCP Election Law Seminar in Frisco in January. The sessions were very informative and networking opportunities were invaluable.

Chapter Vice President Laure Morgan and President Ellie Monteaux also attended the IIMC Athenian Dialogue held at Frisco City Hall on January 24. The dialogue facilitator was Mary Lynne Stratta, TRMC, city secretary, Bryan. The discussion included a compare-and-contrast of the leadership role of a municipal clerk with the intriguing individuals from the book entitled *Searching for Augusta—The Forgotten Angel of Bastogne*.

The Pineywoods Chapter held their quarterly meeting at Huntington City Hall on January 31. The agenda included a discussion of the “Elevator Speech” by Sherry Mashburn (included in the **December 2016 issue of the TMCA newsletter**). The October minutes and financial report were



The Pineywoods Chapter at their January meeting in Huntington. *From left to right:* Lisa Carter (Huntington), Jeaneyse Mosby (San Augustine), Julie Davis (Huntington), Laure Morgan (Hemphill), Cinda Garner (San Augustine), Melissa McCall (Diboll), and Ellie Monteaux (Livingston).

PINEYWOODS CHAPTER

approved. The chapter's Municipal Clerk of the Year nominee was selected. Vice President Laure Morgan provided an update on the TMCA Board activities. Special thanks to Huntington City Secretary Julie Davis for preparing a wonderful lunch of chicken spaghetti, salad, breadsticks, and desserts, and to the City of Huntington for allowing us to meet at their city hall.

Our next Pineywoods Chapter meeting will be held Wednesday,

April 18, at noon at Ralph & Kacoo's in Lufkin. Everyone is welcome to attend this meeting. If you are having a May election, this is an excellent time to take a break and be encouraged by your peers. The agenda will include information regarding IIMC's 49th Annual Municipal Clerks Week to be held May 6-12, 2018.

Best wishes from the Pineywoods Chapter!

TMCA CHAPTER NEWS

Red River Chapter

By Chapter Secretary **Amy Anderson, TRMC**

City Secretary, Lakeside City

Greetings and happy new year from the Red River Chapter.

The chapter held its annual Athenian Dialogue on November 3, 2017, in Wichita Falls. We had a great turnout and discussed the book *The Girls of Atomic City: The Untold Story of the Woman Who Helped Win World War II* by Denise Kiernan. What a fantastic story about determination and work ethics.

Our chapter held our quarterly meeting on November 29 at Johnny Carino's. The chapter welcomed 2017 TMCA President Lydia Lopez. Lydia had words of encouragement for all of us. We had a bit of fun with our ornament exchange. Ruthless is the word that comes to mind.

The chapter paid it forward in December with our annual Christmas Project. The chapter banded together and provided a family of six with a Christmas they will not soon forget. What a blessing that our chapter is able to do this each year.

At the TMCCP Election Law Seminar in January our very own Conchita Torrez, city secretary, Seymour, recertified for the second time. We are so proud of Conchita!



The Red River Chapter at their November 29 meeting.

RED RIVER CHAPTER

Our next meeting will be held March 21 at Johnny Carino's. Everyone is invited to attend any of our chapter meetings. You will be welcomed with a smile and a hug.

For more information about the chapter, please contact Tracy Norr, TRMC, city clerk, City of Wichita Falls, at tracy.norr@wichitafallstx.gov.

Members of the Red River Chapter:

Amy Anderson, City Secretary, City of Lakeside City

Marie Balthrop, City Secretary, City of Holliday

Tracy Bankston-Smith, Admin. Asst., City of Lakeside City

Kia Boone, Deputy City Clerk, City of Wichita Falls

Christy Bradshaw, City Secretary, City of Vernon

Sherri Davis, City Secretary, City of Saint Jo

Janelle Dolan, City Secretary, City of Burkburnett

Revell Hardison, City Secretary, City of Nocona

Frank Hefner, City Secretary, City of Bryson

Kim Hemmi, City Secretary, City of Scotland

Tim Houston, City Secretary, City of Olney

Tracey Lowe, City Secretary, City of Electra

Sharon McFadden, City Secretary, City of Graham

Cathy Mills, City Secretary, City of Henrietta

Holly Moss, City Secretary, City of Megargel

Janice Newman, City Secretary, City of Iowa Park

Tracy Norr, City Clerk, City of Wichita Falls

Sandy Page, City Secretary, City of Bowie

Brenda Riggs, City Secretary, City of Quanah

Pam Sereika, City Secretary, City of Alvord

Marsha Jo Stone, City Secretary, City of Chillicothe

Brenda Tarpley, City Secretary, City of Jacksboro

Conchita Torrez, City Secretary, City of Seymour

Kim Whitsitt, City Secretary, City of Archer City

TMCA CHAPTER NEWS

Salt Grass Chapter

By Chapter Secretary **Roxanne Benitez, TRMC**
City Secretary, Spring Valley Village

November 2017 Meeting

The Salt Grass Chapter held their monthly meeting on November 8 at Fulshear City Grill in Fulshear. Chapter President Doris Speer, TRMC, City Secretary, Tomball, called the meeting to order with many members in attendance. Fulshear Chief of Police Kenny Seymour gave a presentation on active shooters and civilian responses.

The 2018 chapter executive board slate was elected. The chapter approved a charitable donation of \$300 to the Gulf Coast Regional Blood Center, selected by President Doris Speer, TRMC.

The chapter accepted the 2018 slate of officers as follows: President Marisela Garcia, TRMC, Deputy City Secretary, Webster; Vice President Crystal Dozier, TRMC, City Secretary, Hunters Creek Village; Secretary Roxanne Benitez, TRMC, City Secretary, Spring Valley Village; Treasurer Dixie Roberts, TRMC, City Secretary, Alvin; and Historian Tracylynn Garcia, Assistant City Secretary, Tomball.

At top right: The chapter's 2018 chapter officers and 2017 TMCA President: Historian Tracylynn Garcia, TRMC; Treasurer Dixie Roberts, TRMC; Secretary Roxanne Benitez, TRMC; Vice President Crystal Dozier, TRMC; President Marisela Garcia, TRMC; and TMCA President Lydia Lopez, TRMC, City Secretary, Hewitt.

President Doris Speer presented Chief Kenny Seymour a small token of appreciation for his wonderful presentation on active shooters.



SALT GRASS CHAPTER

December 2017 Meeting

The Salt Grass Chapter held their 2017 Annual Installation Banquet/Holiday Luncheon on December 13 at Carrabba's in Houston. Salt Grass Chapter President Doris Speer, TRMC, welcomed special guests and Salt Grass Chapter members. Historian Roxanne Benitez, TRMC, City Secretary, Spring Valley Village, led the Pledge of Allegiance.

Congratulations are in order for winners of the Deloris McKenzie Scholarships and the Patrice Fogarty Athenian Dialogue Scholarships. Roxanne Benitez of Spring Valley Village, Tracylynn Garcia of Tomball, and Lee Woodward of Huntsville each received Deloris McKenzie scholarships for up to \$250 for travel and registration costs incurred while attending a TMCCP seminar. Tracylynn Garcia of Tomball and Lee Woodward of Huntsville each received a scholarship for \$100 to attend an Athenian Dialogue.

President Doris Speer introduced 2017 TMCA President Lydia Lopez, TRMC, City Secretary, Hewitt. Ms. Lopez spoke of the outstanding achievements of the Salt Grass Chapter and installed the new 2018 officers: President Marisela Garcia, TRMC; Vice President Crystal Dozier, TRMC; Secretary Roxanne Benitez, TRMC; Treasurer Dixie Roberts, TRMC; and Historian Tracylynn Garcia, TRMC.

January 2018 Meeting

The Salt Grass Chapter welcomed the New Year with a meeting on January 10 at McCormick and Schmick's in Houston, hosted by Linebarger



At the January Chapter meeting: Paula Favors, TRMC, City Secretary, Wharton; Crystal Roan, TRMC, City Secretary, Webster; and Karen Vannerson, Consultant, Linebarger Goggan Blair & Sampson, LLP.

SALT GRASS CHAPTER

Goggan Sampson & Blair, LLP, and honorary Salt Grass Chapter member Karen Vannerson. Vice President Crystal Dozier called the meeting to order and welcomed everyone in attendance. The chapter discussed and approved waiving luncheon fees for all honorary members.

The next Salt Grass Chapter meeting was set for February 14 in Webster. Salt Grass Chapter meetings are typically held on the second Tuesday of the month, January through April and August through December. Our meetings are open to anyone and we welcome visitors!

Members in attendance at the January Salt Grass Chapter meeting were:

Roxanne Benitez, TRMC, City Secretary, Spring Valley Village

Missy Bunch, TRMC, City Secretary, Katy

Crystal Dozier, TRMC, City Secretary, Hunters Creek Village

Anna Evelyn, Assistant City Secretary, West University Place

Paula Favors, TRMC, City Secretary, Wharton

Tracylynn Garcia, TRMC, Assistant City Secretary, Tomball

Olga Garza, City Secretary, Southside Place

Thelma Gilliam, TRMC, West University Place

Claudia Harrison, City Secretary, Brookshire

Robin Hicks, TRMC, City Secretary, Seabrook

Maria Jackson, TRMC, City Secretary, Missouri City

Tomika Lewis, TRMC, City Secretary, Stafford

Becky McGrew, TRMC, Assistant City Secretary, Katy

Jennifer Namie, Honorary Member, Olson & Olson

Michelle Perez, TRMC, Deputy City Secretary, Friendswood

Brenda Poe, Deputy City Secretary, Huntsville

Crystal Roan, TRMC, City Secretary, Webster

Dixie Roberts, TRMC, City Clerk, Alvin

Gladis Sanchez, Records Specialist, La Porte

Angela Smith, City Secretary, Cleveland

Doris Speer, TRMC, City Secretary, Tomball

Heather Van Dine, TRMC, Records Clerk, Friendswood

Karen Vannerson, honorary member, Linebarger Goggan

Blair & Sampson, LLP

Lee Woodward, TRMC, City Secretary, Huntsville

Others present were:

Shawna Jones, Administrative Assistant, La Porte

Stephanie Martinez, Executive Administrative Asst.,

Seabrook

TMCA CHAPTER NEWS

South Plains Chapter

By Chapter Secretary **Kim Perez, TRMC**
City Secretary, Ralls

Hello from West Texas!

The South Plains Chapter met at Campisi's in Lubbock on December 20 for our quarterly meeting/Christmas party. Our meeting was hosted by Lillian Atkinson, city secretary, Dickens.

Chapter President Sharon Trumble, city secretary, New Deal, called the meeting to order and introduced guest speaker TMCA President Lydia Lopez, TRMC, city secretary, Hewitt. President Lydia Lopez has 31 years of municipal experience and has been with the City of Hewitt for the last 11 years. President Lopez expressed the benefits and importance of becoming a TMCA member and receiving the Texas Registered Municipal Clerk Certification. She also spoke about applying for the major TMCA scholarships to help pay for registration fees for seminars and scholarships for travel reimbursement. It was such a pleasure to have TMCA President Lydia Lopez join us for this meeting during the Christmas holidays.

Chapter member Veronica Olguin, deputy city secretary, Morton, was awarded the Franklin Legal Publishing Scholarship. Zanea Carpenter, TRMC, city secretary, Muleshoe, was awarded the Xcel Energy Scholarship. Thank you to Franklin Legal Publishing and Xcel Energy for your support in the Texas Municipal Clerks Certification Program.



The South Plains Chapter in Lubbock in December. Jo Ann Beard, TRMC (center), city secretary, Smyer, shows her gift at the Christmas exchange.

SOUTH PLAINS CHAPTER

After all business was discussed the members participated in a Christmas gift exchange.

The South Plains Chapter had 31 members attend the TMCA Election Law Seminar held in January at Frisco.

Our next meeting will be on March 21 and will be hosted by City of Hale Center. If you are interested in joining us for our next meeting please contact Kim Perez at 806-253-2558 or kim@cityofralls.org.



South Plains Chapter members at the TMCCP Election Law Seminar in Frisco.

Chapter members and guests in attendance at the December meeting:

Laura Adams, city secretary, Spur
 Jo Ann Beard, TRMC, city secretary, Smyer
 Angie Briones, city clerk, Seagraves
 Ashley Carothers, city clerk, Spur
 Zanea Carpenter, TRMC, city sec., Muleshoe
 Sue Castles, Xcel Energy
 Toni Chrestman, TRMC, city secretary, Slaton
 Jennifer Clements, TRMC, assistant to city secretary, Lubbock
 Betty Conde, city secretary, Lamesa
 Ofelia Corral, municipal clerk, Ropesville

Amanda Cummings, city sec, Shallowater
 Kirk Franklin, Franklin Legal Publishing
 LeAnn Gallman, TRMC, city mgr., Muleshoe
 Lisa Hernandez, city secretary, Lorenzo
 Jodie House, city secretary, Crosbyton
 Patricia Isaguirre, city secretary, Hale Center
 Courtney Paz, deputy city secretary, Lubbock
 Elena Quintanilla, TRMC, city manager, Ransom Canyon
 Brenda Shaw, TRMC, city mgr./sec., Morton
 Belinda Terrell, city mgr./secretary, Whiteface

Jaime Torres, director of public works, Smyer
 Sharon Trumble, city secretary, New Deal
 DeAnn Villegos, city secretary, Ropesville
 Beth Walls, TRMC, city secretary, Levelland
 Toni Wilson, TRMC, retired city sec., Sundown
 Guests:
 Lama Shoufken Franklin
 Lydia Lopez, TRMC, TMCA State President, city secretary, Hewitt

TMCA CHAPTER NEWS

West Texas Chapter

By Chapter Historian **Diana Franco**
City Secretary, Kermit

The West Texas Chapter held their quarterly meeting November 16, 2017, hosted by Diana Franco, city secretary, Kermit, at Jazz Cafe in the City of Monahans. Chapter President Norma Grimaldo, TRMC, city secretary, Odessa, called the meeting to order, Crystal Montez, deputy city secretary, Odessa, did roll call, and members introduced themselves and which city they represented.

President Grimaldo discussed minutes, the treasurer's report, and payment of bills. West Texas Chapter member Amy Turner announced Karla Mata will be transferring to the General Service Department and will be replaced by Darlene Eastin. Congratulations, Karla—best wishes to you.

In other matters of business, President Grimaldo mentioned Brenda Lee Acuña, TRMC, city secretary, Presidio had passed two of her TMCCP tests—congratulations!—and TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, had sent a thank you note stating she had enjoyed her visit with our chapter. The West Texas Chapter also had their Christmas gift exchange and the picture at right will show you how much fun we had.



At the West Texas Chapter's November Christmas party. *Back row:* SueAnn Lopez, City of Midland; Crystal Montez, City of Midland; Norma Grimaldo, City of Midland; Tonya Todd, City of Wink; Karla Mata, City of Midland; and Lorena Marquez, City of Monahans. *Front row:* Amy Turner, City of Midland, and Diana Franco, City of Kermit.

WEST TEXAS CHAPTER

The West Texas Chapter held their next quarterly meeting February 21 at Gerardo's Casita hosted by the City of Midland. Vice President SueAnn Lopez called the meeting to order and welcomed all chapter members.

We had two new cities attend our meeting: Shanna Bavousett from Goldsmith and Racheal Whatey from Marfa. Also in attendance was Darlene Easton from Midland, who we will be seeing often at our West Texas Chapter meetings. We are excited to see new faces.

In other matters of business, Amy Turner, Sara Copeland, and Crystal Montez were appointed to the chapter's Scholarship Committee. Appointments to the chapter's Nomination Committee were tabled till our next meeting, which was moved to May 9 and will be hosted by City of Rankin in Midland.



The West Texas Chapter at their February meeting.

TMCA CHAPTER NEWS

Yellow Rose Chapter

By Chapter President **Lori Cartwright, TRMC**

City Secretary, Waxahachie

At the Yellow Rose Chapter meeting of October 12, 2017, we were honored to have President Lydia Lopez, TRMC, city secretary, Hewitt, as our guest speaker. She encouraged continued education through TMCA. President Lopez administered the oath of office to the following Yellow Rose Chapter officers: President Lori Cartwright, TRMC, city secretary, Waxahachie; Vice President Sonja Land, TRMC, city secretary, Mesquite; Secretary Amber Villarreal, TRMC, assistant city secretary, Waxahachie; Treasurer Angie Wade, TRMC, city secretary, Ennis; and Historian Ronda Quintana, city secretary, Oak Leaf.

Members of the chapter's Scholarship Committee presented a 2018 scholarship award in the amount of \$500 to Kennedale City Secretary/ Communications Coordinator Leslie Galloway to apply towards her certification.

The Yellow Rose Chapter held their December Chapter meeting in DeSoto and was privileged to have Mayor Curtistene Smith McCowan in attendance. Minutes and financials were reviewed, as well as the Holiday Committee hosting the entertainment for the luncheon.

At right: The Yellow Rose Chapter at their October meeting.



YELLOW ROSE CHAPTER

At the 2018 TMCCP Election Law Seminar the Yellow Rose Chapter celebrated six members graduating from the Certification Program: Belinda Berg, TRMC, city secretary, Cedar Hill; Cynthia Chapman, TRMC, legal secretary, Cleburne; and Amber Villarreal, TRMC, assistant city secretary, Waxahachie. Tammy Varner, TRMC, city secretary, Midlothian, received her first recertification. Shelly Doty, TRMC, city secretary, Cleburne, and Ivy Peterson, TRMC, deputy city secretary, Cleburne, both received their third recertification. The chapter is very proud of dedication of our members to this wonderful profession.

The Yellow Rose Chapter meeting for February 1 was rescheduled to February 15 due to election training with local county election offices.

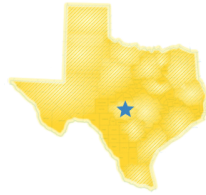
Please contact Chapter President Lori Cartwright, TRMC, city secretary, Waxahachie, at lcartwright@waxahachie.com if you would like to join or would like more information pertaining to the TMCA Yellow Rose Chapter.

At top: Yellow Rose Chapter members at their December meeting in DeSoto.

At right: Yellow Rose Chapter members who graduated from or recertified with TMCCP at the graduation luncheon in Frisco in January. *From left to right:* Ivy Peterson, TRMC, Cleburne; Shelly Doty, TRMC, Cleburne; Amber Villarreal, TRMC, Waxahachie; Tammy Varner, TRMC, Midlothian; Cynthia Chapman, TRMC, Cleburne. *(Not pictured: Belinda Berg, TRMC, Cedar Hill)*

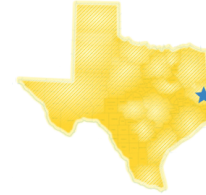


TMCA Chapters



HILL COUNTRY CHAPTER

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City Secretary, Llano
325-247-4158
tmilam@cityofllano.com



PINEYWOODS CHAPTER

Ellie Monteaux, TRMC, President
City Sec. & Asst. City Mgr., Livingston
936-327-4311
citysecretary@livingston.net



ALAMO CHAPTER

Sandra Passailaigue, TRMC, President
City Secretary, Leon Valley
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s.pass@leonvalleytexas.gov



LONE STAR CHAPTER

Shelley George, TRMC, President
City Secretary, Allen
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tmcalonestarchapter.com



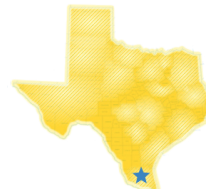
RED RIVER CHAPTER

Tracy Norr, TRMC, President
City Clerk, Wichita Falls
940-761-7410
tracy.norr@wichitafallstx.gov



BLUEBONNET CHAPTER

Christi Wynn, TRMC, Vice President
City Secretary, Brownwood
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LOWER RIO GRANDE VALLEY CHAPTER

Ana M. Valdez, TRMC, President
City Secretary, Penitas
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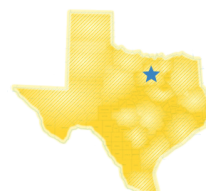
SALT GRASS CHAPTER

Marisela Garcia, TRMC, President
Deputy City Secretary, Webster
281-316-4144
mgarcia@cityofwebster.com



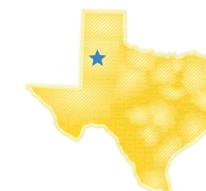
CAPITAL CHAPTER

Jeana Bellinger, TRMC, President
City Secretary, Brenham
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NORTH TEXAS CHAPTER

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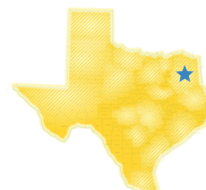
SOUTH PLAINS CHAPTER

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CENTRAL TEXAS CHAPTER

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NORTHEAST TEXAS CHAPTER

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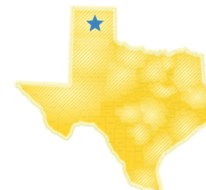
WEST TEXAS CHAPTER

Norma Grimaldo, TRMC, President
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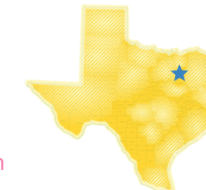
COASTAL BEND CHAPTER

Mary Valenzuela, TRMC, President
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PANHANDLE CHAPTER

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YELLOW ROSE CHAPTER

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2018 TMCA Executive Board & Committees

Exec. Board

<p>President Marie Balthrop City Secretary, Holliday 940-586-1313 marie.balthrop@hollidaytx.org</p>	<p>President Elect Kim Sutter City Secretary, Euless 817-685-1419 ksutter@eulesstx.gov</p>	<p>Vice Pres. Shelley George City Secretary, Allen 214-509-4105 sgeorge@cityoffallen.org</p>	<p>Treasurer Aimee Nemer City Secretary, Richardson 972-744-4290 aimee.nemer@cor.gov</p>	<p>Secretary Maria Jackson City Secretary, Missouri City 281-403-8686 maria.jackson@missouricitytx.gov</p>	<p>Immediate Past Pres. Lydia Lopez City Secretary, Hewitt 254-666-6171 citysecretary@cityofhewitt.com</p>
<p>Trustee Peggy Cimics City Secretary, Cibolo 210-658-9900 pcimics@cibolotx.gov</p>	<p>Trustee Jannette Goodall City Clerk, Austin 512-974-2211 jannette.goodall@austintexas.gov</p>	<p>Trustee Amanda McCrory City Secretary, Burleson 817-426-9661 amccrory@burlesontx.com</p>	<p>Trustee Cara McPartland City Secretary, Salado 254-947-5060 cmcpartland@saladotx.gov</p>		
<p>Trustee Laure Morgan Asst. City Mgr./City Sec., Hemphill 409-787-2251 lmorgan@cityofhemphill.com</p>	<p>Trustee Christi Shivers City Secretary/Fin. Director, Mexia 254-562-4122 christis@cityofmexia.com</p>	<p>Trustee Teresa Valdez City Secretary, Rockport 361-729-2213 citysec@cityofrockport.com</p>	<p>Trustee Lee Woodward City Secretary, Huntsville 936-291-5403 lwoodward@huntsvilletx.gov</p>		

EX-OFFICIO MEMBERS: *Advisory Mgmt. Committee Chair Cheryl Gibson-Salgado, City Sec., Spearman; Peggy Burnside, TMCA/TMCCP Administrative Dir.; Dr. Amy Holt, TMCA/TMCCP Education Dir.*

Committees

Advisory Management Committee

Cheryl Gibson-Salgado, Spearman, Past President, Chair
Marie Balthrop, Holliday, President
Lydia Lopez, Hewitt, Immediate Past President
Kim Sutter, Euless, President Elect
Melissa Brunner, Flatonia, Certification Committee Chair
Peggy Burnside, TMCCP/TMCA Admin. Dir.*
Dr. Amy Holt, TMCCP/TMCA Education Dir.*

Audit Committee

Zanea Carpenter, Muleshoe, Chair
René Dowl, Garland
Marie Balthrop, Holliday
Cara McPartland, Salado, Board Liaison

Membership Committee

Toni Milam, Llano, Chair
Comprised of Chapter Presidents
Peggy Cimics, Cibolo, Board Liaison

Municipal Clerk of the Year Committee

Kimberly Sloat, Canadian, Chair
Roxanne Benitez, Spring Valley
Jeana Bellinger, Brenham
Hilda Pedraza, Pharr
Amy Anderson, Lakeside City
Jenny Page, Frisco
Laure Morgan, Hemphill, Board Liaison

**non-voting member*

Nominating Committee

Susie Quinn, Murphy, Chair
Kathy Hoover, Gilmer
Christi Wynn, Brownwood
Diane Cockrell, Decatur
Marie Balthrop, Holliday, President
Kim Sutter, Euless, President Elect

Open Records

Steering Committee

Jannette Goodall, Austin

Resolutions Committee

Amy Turner, Midland, Chair
Jennifer Reyna, Alamo Heights
Kimberly Perez, Ralls
Jo Ann Touchstone, Lakeway
Lee Woodward, Hunstville, Board Liaison

Retirement Committee

Tracy Norr, Wichita Falls, Chair
Cathy DiMaggio, Grand Prairie
Diana Gordon Offord, Fulshear
Alice Holloway, Pilot Point
Ellie Monteaux, Livingston
Teresa Valdez, Rockport, Board Liaison

Scholarship Committee

Beth Walls, Levelland, Chair
Sara Copeland, Andrews
Tanya Smith, College Station
Mary Valenzuela, Kingsville
Lisa Henderson, Plano
Doris Speer, Tomball
Rebecca Huerta, Corpus Christi
Norma Grimaldo, Odessa
Brenda Shaw, Morton
Christi Shivers, Mexia, Board Liaison

Technology Committee

Patrice Fogarty, La Porte, Co-Chair
Melinda Welsh, Friendswood, Co-Chair
Marisela Garcia, Webster
Michelle Hicks, Lacy Lakeview
Jannette Goodall, Austin, Board Liaison

TML Booth Committee

Lori Cartwright, Waxahachie, Chair
Angie Wade, Ennis
Yellow Rose Chapter members
Amanda McCrory, Burleson, Board Liaison

TML Representative

Kim Sutter, Euless

Certification Committee

Chair Melissa Brunner
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 City Secretary, Port Aransas
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Alicia Richardson
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EX-OFFICIO MEMBERS: *Marie Balthrop, TMCA President; Kim Sutter, TMCA Pres. Elect; and Lydia Lopez, Immediate Past President*