

# TMCA NEWS

NEWSLETTER OF THE TEXAS MUNICIPAL CLERKS ASSOCIATION, INC.



SEPTEMBER 2007

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## President's Message

### Changing Times

Greetings!

The summer is behind us; we vacationed, played, rested, and yes: worked on budgets and other official city business.

Many exciting things have taken place, and changes continue to occur in our association. We had an excellent Legislative Update Seminar with Alan Bojorquez and team. It was good to see so many of you at this seminar. There were so many new clerks I did not recognize. I reflected and realized times are changing and all the new faces are a reminder—a positive reminder.

Change is a part of life and as the months and years appear to be passing by so rapidly, we are seeing many of our seasoned colleagues retiring and a new generation of municipal clerks emerging. Each year we see a longer list of retirees being recognized at our Graduate Institute. It is reassuring to see that those clerks who have or are retiring have mentored the new emerging clerks. The beauty of this process is that retiring or retired clerks have encouraged,



TMCA President  
Lydia Ozuna, TRMC

## President's Message

motivated, and been a positive influence to these incoming clerks. The experienced clerks have taught by example and word that the key to success in our profession is to embrace the best resources available to them: our Certification Program and our Association.

As I mentioned, when I attended the Legislative Update Seminar, I saw so many new, young promising faces, and it thrills me to see that they have made a very wise decision by joining our ever-growing group of well-educated and professionally prepared municipal clerks. In order to maintain the high level and caliber of clerks that this association produces, a self-commitment must be born within these new clerks, and we seasoned clerks must provide them with the encouragement they need. We have committed to perform the best job possible with integrity, and to set the example for those who will follow us.

To the new clerks: you want to be able to look back years from now and feel proud and assured that you have done the best job possible and that you have no regrets. Our [TMCA Code of Ethics](#) provides the road map to follow in order to be exemplary clerks.

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

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.”


We have affirmed and committed to this Code of Ethics.

A brief reminder: [Graduate Institute](#) will be something exciting and you do not want to miss it! See you there!

Lydia Ozuna, TRMC  
2007 President, TMCA, Inc.

COMING SOON:

# Annual TMCCP Election Calendar in PDF!



This year we are sending the TMCCP May 2008 Election Calendar to you in PDF format only—there will be no wait to receive this valuable reference in the mail! We will send an email notice to all TMCA members when the calendar is available this autumn.

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**Co-Editors:** Alexandra Burke; Joyce Snay, TRMC; Peggy Burnside; Miriam Sheehan; and Stephanie Taylor

Submission deadline for publication: October 29 for the December issue; send articles to: [Alexandra Burke](#)

## TMCCP Graduate Institute Seminar

# The Leadership Challenge

October 11-12, 2007, Fredericksburg, Texas



Speaker James W. Dodson  
"The Leadership Challenge"

Learn to develop  
**excellence**  
in yourself and others  
through focus on:

integrity

ethics

dealing with change

attitude

problem-solving

register now

Graduate Institute Seminar speaker **James W. Dodson** is a retired commander of the Odessa, Texas, Police Department. His principle-based leadership and integrity training are based upon 27 years of experience in the workforce, with 17 years being in high-profile management positions. As owner of Dodson Training Resources, Inc., James Dodson is a national-level leadership presenter and trainer. His unique presentation style is insightful. The outcome of the session is a positive impact on personal and professional leadership skills.

### "You Cannot Lead Others Until You Can Lead Yourself"

Gone are the days in which the person at the top of the organization knows all the answers. It has often been said that everything rises and falls upon leadership. Today's public safety, criminal justice and government agencies need strong leaders—and lots of them. To meet the demands placed upon these agencies, leadership should be fostered at all levels of the organization, and all employees—from the agency head and other managers down through the ranks to supervisors, trainers, officers, clerks, and secretaries—should be encouraged to act as leaders.

**The Leadership Challenge**—of developing excellence in yourself and others—is a course built upon a well-established truth: "You cannot lead others until you can lead yourself." Much of the leadership training today is geared more toward ability and proficiency in one's profession. It often ignores the benefits of developing sound personal leadership principles in our personnel which serve as the foundation on which to build cohesiveness within an organization, and enhance all other professional development. It offers a blueprint that will greatly impact and influence any new or current leader that true leadership excellence is doing the right thing, setting the right example, serving as a role model, and making a difference in people's lives. ★

## Annual TMCA Membership Meeting

The Annual TMCA Membership Meeting will be held at the Fredericksburg seminar on Thursday, October 11, at 11:30 a.m. This is your opportunity, as a member, to attend and participate in the decision-making process for the continued success of TMCA.

## Annual TMCA Awards Banquet

On the evening of Thursday, October 11, at 6:00 p.m., be sure to attend the TMCA Annual Awards Banquet. Dress attire is business or "after five." If you are attending the seminar, a banquet ticket is included in the cost of your registration fee. Those not attending the seminar but wishing to attend the banquet may purchase tickets for themselves and guests by filling out the "guest tickets" portion of the seminar registration form. Tickets are \$30 each. All ticket orders must be placed by October 2.

The **Texas Municipal League Conference** is November 7-9 in Dallas—plan for these TMCA events at the conference!



## Volunteers Needed! TMCA Booth at the TML Conference

by Codi Delcambre, TRMC

TMCA and TMCCP are looking for a few volunteers to help represent and spread the word about our wonderful organizations. We have a great upcoming opportunity to do just that at the Texas Municipal League Conference on November 6-9 at the Dallas County Convention Center. The members and volunteers serving in our booth will be sharing information about TMCA and TMCCP with city officials from all over our great state. We need members who can be informative as to how important our many roles are in the day-to-day function of the cities that we support as well as our respective organizations.

Please contact **Codi Delcambre, TRMC**, town secretary, Argyle, or **Carissa Finney**, administrative assistant, Argyle, (940-464-7273) to sign up a time to share. ★



## “Your Electronic Office” TMCA Session at the TML Conference

Friday, November 9, 9:00-11:45 a.m., Dallas Convention Center

Speakers Patrice Fogarty, TRMC, city secretary, Missouri City, and Mary Kayser, TRMC, city secretary, Garland, will be speaking on “Your Electronic Office.” They will be assisted by Kathy Wingo, TRMC, city secretary, Lucas, who will represent small cities; and William Langley, Garland, who will provide the IT view of technology, pros and cons.



Patrice Fogarty



Mary Kayser



Kathy Wingo

The session will cover what the small, mid-size, and larger cities are doing in utilizing electronic media—everything from using Microsoft Office to utilizing the local government channel on cable. There will be a focus on “using what you already have” and how to more fully utilize it. The speakers will also cover what’s coming down the pipeline in the future.

TMCA President Lydia Ozuna, TRMC, city clerk, Wichita Falls, will preside during this professional development session. Please check the TML program directory for meeting location within the Dallas Convention Center. President Ozuna will also present scholarship awards (provided by Questys Solutions and Linebarger, Goggan, Blair & Sampson, LLP) to members selected by the TMCA Scholarship Committee. Please join your professional colleagues for this outstanding session. See you in Dallas! ★





# TMCCP Legislative Update Seminar August 9-10, 2007, Irving

Photos courtesy of Terre Noble, TRMC

**Texas municipal clerks had a terrific time at the TMCCP Legislative Update Seminar in Irving!**



*Clockwise from top right:* Mary Lynne Stratta, TRMC, city secretary, Bryan; Terre Noble, TRMC, city secretary, Center; and Linda Knight, TRMC, city secretary, Breckenridge



*Middle right:* Patrice Fogarty, TRMC, city secretary, Missouri City; and Pauline Small, TRMC, city secretary, Webster



*Lower right:* Zanea Carpenter, utility billing supervisor, Muleshoe, and Becky Garza, TRMC, city secretary, Lubbock



*Lower left:* Miriam Sheehan, administrative assistant, Texas Municipal Clerks, and Peggy Burnside, administrative director, Texas Municipal Clerks

*Middle left:* Christy Fath, city secretary, Burnet; Renee Thompson, city secretary, Lufkin; Stacy Corley, TRMC, deputy city secretary, Nacogdoches; and Terre Noble, TRMC, city secretary, Center



*Top left:* Speaker Alan Bojorquez, Bovey & Bojorquez, LLP, and Susie Quinn, TRMC, city secretary, Rowlett

## Profile: 2007 TMCA Certification Committee

The TMCA Certification Committee promotes the Texas Municipal Clerks Certification Program and sets the policies and procedures for the operation of the Certification Program. This is a brief introduction of the TMCA members who have comprised this vital committee in 2007.

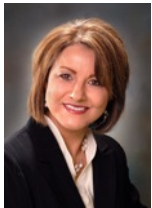


**LaDonna Floyd, TRMC**  
**City Clerk, Nederland**  
**Certification Committee Chair**

LaDonna Floyd, TRMC, began working for the City of Nederland in 1977 upon receiving an Associates Degree from Lamar University. While working for the city, she has worked in every department until being appointed to the city clerk's position in May 1993. LaDonna completed the TRMC Certification in January 1998, No. 306; recertified in 2003; and is currently enrolled in her second recertification. She also received the designation of Certified Municipal Clerk through the International Institute of Municipal Clerks in November 1997. LaDonna was accepted into IIMC's Master Municipal Clerk Academy in February 2003.

LaDonna co-authored Chapter 14, "Elections," of the eighth edition of the *Texas Municipal Clerks Handbook*. She served as president and chair of several committees of the Golden Triangle Chapter of TMCA.

*"It is such an honor to serve as chair of the Certification Committee and to be a part of the 'best' municipal clerks certification program in the United States. We strive to serve all members with the highest level of educational opportunities through the Texas Municipal Clerks Certification Program by providing the latest and most up-to-date information needed to proudly and confidently serve their communities. Every graduate, and those currently enrolled in the program, should be extremely proud of their accomplishments. I encourage all Texas municipal clerks to pursue the distinguished designation of becoming a Texas Registered Municipal Clerk."*



**Becky Garza, TRMC**  
**City Secretary, Lubbock**

Becky Garza, TRMC, was appointed city secretary for the City of Lubbock in 2001. She has served the city since 1996. She began as an accountant and was subsequently promoted to senior accountant. Before working for the City of Lubbock, she was an accountant for Texas Tech University. Becky is a graduate of Texas Tech University with a Bachelor of Business Administration in Finance and a Master of Public Administration. Becky received her TRMC Certification (No. 420) in January 2003. She is currently enrolled in the recertification program.

Becky co-authored Chapter 15, "Professional Etiquette & Protocol," of the eighth edition of the *Texas Municipal Clerks Handbook*. She serves as an instructor at the Election Law Seminar for TMCCP. Becky has also served on the TMCA Municipal Clerk of the Year Committee. Becky is a member of TMCA, the South Plains Chapter of TMCA, the International Institute of Municipal Clerks, Leadership Texas, and Texas Tech Chancellor's Hispanic Enrollment Task Force.

*"It is an honor and a pleasure to serve the Texas Municipal Clerks Certification Program. The character and quality of our organization depends on the volunteer efforts of all of us, and on our involvement in the decision-making process of such a great and respected organization. The biggest reward is working with such great people!"*

## Profile: 2007 TMCA Certification Committee



**Sherry Mashburn, TRMC**  
City Secretary, Bee Cave

Sherry Mashburn, TRMC, was appointed city secretary of the City of Bee Cave in July 1999. She was previously employed with the City of Katy as tax assessor-collector. In addition to her duties as city secretary, Sherry was named director of human resources for the City of Bee Cave in October 2006. Sherry earned her TRMC Certification (No. 401) in 2002, and is currently enrolled in the recertification program. She has been a member of TMCA since 1999, and a member of IIMC since 2001. She attained her designation as Certified Municipal Clerk from IIMC in 2003, was accepted into the Master Municipal Clerk Academy in 2004, and is currently in her third master level.

Sherry joined the TMCCP Step-by-Step Election Law team as an instructor in 2003. In July 2004, Sherry was appointed to the Open Records Steering Committee to represent all Texas cities. In April 2006, she was appointed to the City/County Ad Hoc Committee on HAVA Implementation. She co-authored Chapter 9, "Public Information," in the eighth edition of the *Texas Municipal Clerks Handbook*. Active in professional affiliations, Sherry serves as the president of the Capital Chapter of TMCA. She served on the audit and nominating committees for TMCA. Sherry has also been active in IIMC, having served on the hospitality committee for IIMC 2002 Conference, the public relations and marketing committee, and is currently serving on the mentoring committee. She is also a member of the National Association of Parliamentarians. Sherry recently earned the designation of certified Professional in Human Resources through the Human Resource Certification Institute, demonstrating her expertise in the core principles of HR practice and the application of those principles.

*"It is in large part due to our outstanding education program that city clerks throughout Texas have earned the reputation for professionalism and expertise in all areas of city government. I am very honored to serve on a committee that is instrumental in providing clerks an opportunity for professional development they otherwise may not have."*



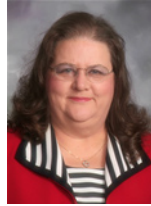
**Susie Quinn, TRMC**  
City Secretary, Rowlett

Susie Quinn, TRMC, began her career in city government with the City of Eastland in June of 1994 as city secretary. She held the position until March 1999 when she was appointed city secretary for Tye. In December 2000, she was appointed city secretary in Azle, and then in December 2002 she moved to Rowlett, where she is now city secretary. Susie received her TRMC Certification (No. 295) in January 1997, and recertified in 2002 and 2007. She received the Dorothy F. Byrd Scholarship in 2002.

Susie is a member of the North Texas Municipal Clerks Association Chapter of TMCA and currently serves as chapter president. Susie was a charter member of the Bluebonnet Chapter and served as its first president. In 1995, she was honored as the Bluebonnet Chapter Municipal Clerk of the Year. She co-authored Chapter 10, "Board and Commissions and Constitutional Oath of Office," of the eighth edition of the *Texas Municipal Clerks Handbook*.

*"It is truly an honor and a privilege to take part with such a wonderful group of professionals that our association and this committee offer. The Texas Municipal Clerks Certification Program is one of the best programs in the nation. It is great to participate with a committee that is committed to ensuring that any Texas clerk can have the opportunity to succeed in this very professional educational program for municipal clerks."*

## Profile: 2007 TMCA Certification Committee



**Sandra Watkins, TRMC**  
City Secretary, Deer Park

*"I am extremely honored and humbled to be a part of what I believe to be the most important committee for TMCA, the Certification Committee. This committee focuses on and provides the highest level of educational opportunities to the members of TMCA, enabling them to further their abilities, both personally and professionally, in their chosen field as a municipal clerk. Through education, each clerk is empowered to be not only a representative of their profession, but a representative for their citizens, co-workers and governing bodies on the current issues that face our cities today through ever changing legislation. I am proud to count myself among such an elite group of professionals, and proud that I can be part of a committee that continues to bring to this group the educational opportunities and benefits that will only strengthen and empower us all."*

Sandra Watkins, TRMC, began her career in municipal government as the deputy city secretary for Deer Park in 1985, and was promoted to city secretary in 1992. She received her TRMC Certification (No. 362) in January 2000, recertified in 2005, and is currently working on her second recertification. Sandra received the designation of Certified Municipal Clerk through IIMC in June 2004. She received the Dorothy F. Byrd Scholarship in 2004, the Municipal Code Corporation Scholarship in 2005, and the Laserfiche Scholarship in 2006.

Sandra has served the Salt Grass Chapter of TMCA in all officer capacities, was chapter president in 1998-1999, and has served on or chaired all committees. She received the chapter's Municipal Clerk of the Year award in 2000. She has served as a member of the TMCA Audit and Nominating Committees, and has chaired the TMCA TML Booth, Resolutions, Scholarship and Procurement Committees, and was TMCA Historian in 2001. Sandra hosts the Salt Grass Chapter's annual Public Information Workshop, and was co-presenter for the 2007 Houston-Galveston Area Council Election Workshop. ★

## Stephanie Brim, TRMC, Receives AACPM Askew Award



**Stephanie Brim, TRMC**, director of community services, Huntsville, completed the Certified Public Manager's Program of the Texas State University System. As part of the CPM requirements, she wrote a paper titled, "Implementing Succession Management Planning in Huntsville, Texas, City Government." Ms. Brim received the **George P. Askew Award** at the American Academy of Certified Public

Managers' National Convention for the outstanding context of ideas. The paper delineates various elements of succession management planning in general as a tool for both private and public entities and how they specifically could apply toward implementing a formal program for the City of Huntsville.

Ms. Brim completed Texas Registered Municipal Clerks Certification in 2006. She has been a member of TMCA since 2001. Since October of 2006, Stephanie has served as Huntsville's director of community services. Stephanie has served the City of Huntsville since September 2001; her former positions with the city include: administration director, assistant to the city manager, and administrative assistant to the city manager/deputy city secretary.

Stephanie attended the CPM program through Sam Houston State University in Huntsville; however, the actual classes were held in Houston. She graduated in June 2006.

Lynne George, TRMC, city secretary, City of Oak Ridge North, is currently enrolled in the same CPM Program and was the source of information concerning this outstanding achievement by Ms. Brim.

The CPM Program statewide is coordinated through the William P. Hobby Center for Public Service. The study program consists of seven courses which include: Personnel Administration; Managing for Quality; Organizational Communication; Public Finance; Productivity & Program Evaluation; Information Systems for Managers; and the Applied Projects Practicum (written submission/paper). For more information, please visit their website at: <http://www.txstate.edu/cpm/>.



## Texas Municipal Clerks Offices Have a New Home



The offices of the Texas Municipal Clerks staff have a new home on the University of North Texas campus.

Formerly housed in temporary quarters at the UNT Student Health and Wellness Center, Texas Municipal Clerks now shares offices in a converted house in UNT's Mean Green Village, an extension of the UNT campus.



## TMCCP Certificates Earned

The following enrollees 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

- Linda Aaron**, Farmersville
- Linda Ardis**, Lavon
- Kim Barnes**, Roanoke
- Meredith Brant**, Seabrook
- Diane A. Callahan**, Highland Village
- Amanda Davenport**, Angleton
- Tammy Edwards**, Alvord
- Sandy Page**, Bowie
- Ronda Reichle**, Granite Shoals
- Angie Scarlett**, Throckmorton
- Conchita Torrez**, Seymour
- Myriam Uribe**, Anthony
- Gayle Walton**, Wylie
- Karen Warren**, Hillsboro
- Heather Weidenbach**, Windcrest

### COURSE 2

- Cathy McMullan**, Muleshoe
- Mary Velasquez**, Eagle Pass

### COURSE 3

- Kim Barnes**, Roanoke
- Tina Broussard**, Beaumont
- Zanea Carpenter**, Muleshoe
- Dara Crabtree**, Duncanville
- Amanda Davenport**, Angleton
- Krysten Jeter**, Dalworthington Gardens
- Gladys Morrison**, Lancaster
- Cynthia Olguin**, Italy
- Irma Parker**, Rockport
- Karen Sampson**, Orange County WCID #1
- Angie Scarlett**, Throckmorton
- Cynthia "Chip" Stanley**, Weatherford
- Conchita Torrez**, Seymour
- Myriam Uribe**, Anthony
- Melinda Welsh**, Friendswood
- Susie Williamson**, Shallowater

### COURSE 4

- Cynthia Archibeque Bowman**, Bryan
- Meredith Brant**, Seabrook
- Christy W. Fath**, Burnet
- Tracy Freimarck**, Windcrest
- Krysten Jeter**, Dalworthington Gardens
- Carole H. Vanzant**, Fair Oaks Ranch
- Gayle Walton**, Wylie
- Susie Williamson**, Shallowater

## IIMC News

The following members of the International Institute of Municipal Clerks have been awarded the prestigious Certified Municipal Clerk (CMC) designation from IIMC:

November 2006

**Linda Rhodes, TRMC**

City Secretary, Lake Worth

January 2007

**Carolyn Martin, TRMC**

City Manager, Mexia

**Yvonne Spence**

Deputy City Clerk, Austin

February 2007

**Susie Quinn, TRMC**

City Secretary, Rowlett

June 2007

**Dorothy Brooks, TRMC**

City Secretary, Rockwall

# Texas Municipal League Report

By TML Representative Patricia Ervin, TRMC



## Texas Municipal League Board Meeting Friday, June 15, Houston

The meeting convened with board member introductions. Mayor Bill White, City of Houston, welcomed all to Houston and gave a summary on the following:

- The City of Houston passed an ordinance stating that trains could not block streets for a certain period of time and are fined \$500.00 for each violation. The TML Board recommended Executive Director Frank Sturzl prepare a resolution to present at the National League of Cities in November, asking for assistance and support statewide dealing with railroad companies.
- The City of Houston has developed a home improvement program designed to decrease energy use and cost. Energy efficient repairs/improvements are being made to homes that meet certain criteria for improvements; in addition, there has been a change in the types of traffic lights used within the city.

State Representative Rick Noriega gave brief updates on legislative issues related to:

- Appraisal Cap
- Health Insurance for Children
- Teachers' Pay
- Homeland Security

Executive Director Frank Sturzl gave updates and clarification on proposed legislation. Legislative updates can be found the TML web site.

Other actions and business consisted of:

- The Texas Purchasing Management Association merged with the Texas County Purchasing Association and is now called the Texas Public Purchasing Association (TPPA). Only municipal employees/officials will be allowed to vote on TML issues.
- Approval of FY2007-2008 TML Operating Budget

The next TML Board Meeting will be Wednesday, November 7, in Dallas, in conjunction with the 2007 TML Annual Conference. ★

# CHAPTER NEWS

## CAPITAL CHAPTER

By Toni Milam, TRMC

The Capital Chapter met in Salado on July 27-28. If you weren't able to make this year's conference in Salado, you missed a good one. Oh yeah, and we had fun, too! Each year the Capital Chapter and the Central Texas Chapter co-host this very informative conference. There were approximately 40 members and guests who attended this year. There were guests from as far away as Cambridge, Ohio; Kilgore, Missouri City, and Webster, Texas. This seminar is not just for the Capital and Central Texas Chapter members to attend, and it appears to be growing in attendance every year. You are all welcome to join us!

Our lineup of guest speakers for the seminar was awesome this year! IIMC Vice President Mary Lynne Stratta, TRMC, city secretary, Bryan, along with Sharon K. Cassler, clerk of council, Cambridge, Ohio, gave a joint presentation on some great tips for "Promoting the Office of Municipal Clerk in Your Community." City Manager James Fisher, Bee Cave, gave a very informative and thought provoking presentation on ethics. Mr. Fisher has served as president for the Texas City Management Association, Region 7; and as chair of the Ethics Task Force of the Texas City Management Association. Director of Legal Services Scott Houston from the Texas Municipal League gave a brief update on the Legislative Session. He provides legal services in all areas of municipal law and has spoken at municipal law seminars around the state on such topics as open government laws, ethics, purchasing and alter-

native delivery methods for city construction. TMCA President and Wichita Falls City Clerk, Lydia Ozuna, TRMC, also gave those in attendance an update on the happenings of TMCA. Thanks to all of our guest speakers who attended and gave of their time at this very worthwhile conference in Salado. A special thanks to all of those who participated in the silent auction to help raise \$342.00 for the scholarships funded by the Capital Chapter.

Immediately following Friday's session at the Salado Conference, the Capital Chapter met for their quarterly meeting. Those in attendance for the meeting were: Cynthia Bowman, assistant to city secretary, Bryan; Betty Brown, TRMC, local government/election specialist, Bickerstaff, Heath; Melissa Brunner, TRMC, city secretary, Flatonia; special guest Sharon Cassler, clerk of council, Cambridge, Ohio; Jodi Chaney, Bryan; Chance Chatham, city secretary/court clerk, Point Venture; Linda Hambrick, city secretary, Jonestown; Connie Hooks, TRMC, city secretary, College Station; Denise Melde, city secretary, Thorndale; Toni Milam, TRMC, executive assistant, Buda; Yvonne Spence, deputy city clerk, Austin; Mary Lynne Stratta, TRMC, city secretary, Bryan; Karen Thompson, TRMC, city secretary, Pflugerville; Teresa Valdez, TRMC, city secretary, Bastrop; Linda Winn, city secretary Lakeway; and Jennifer Zufelt, city secretary, Volente.



Mary Lynne Stratta, TRMC, city secretary, Bryan, with special guest Sharon Cassler, clerk of council, Cambridge, Ohio, jointly presenting tips for "Promoting the Office of Municipal Clerk in your Community."

## CHAPTER NEWS

Following the regular order of business, Melissa Brunner, TRMC, city secretary, Flatonia, was all poised with her camera and ready to take a picture of the Capital Chapter's 2007 Clerk of the Year, until her very own name was called! CONGRATULATIONS, Melissa Brunner, on being honored as the 2007 Clerk of the Year. Serving on the nominating committee were Debbie Chelf, TRMC, city secretary, Hutto; Connie Ortiz, TRMC, city secretary, Lockhart; and Karen Thompson, TRMC, city secretary, Pflugerville. Karen Thompson presented Melissa Brunner with a very nice plaque and then, pictures were taken.

Congratulations go out to Yvonne Spence, deputy city clerk, Austin, who received her IIMC CMC Certification in January 2007.

Mary Lynne Stratta, TRMC, gave the chapter an update on the IIMC Conference held in New Orleans. She graciously thanked everyone all over the state of Texas for their contributions and participation in helping to make her reception the best ever. City clerks from all over were in attendance, and commented, "Texans know how to hold a reception!" She sends her many, many thanks to all. She is now looking forward to the reception that will be held in 2010 in Brighton, England.

Treasurer Melissa Brunner reported one new member has joined the chapter since the last report.

The meetings scheduled for the remainder of the year include September (date to be determined), hosted by the City of Bastrop; and in December, hosted by the City of Bee Cave in their new city hall facilities which will be opening in October.

For further information regarding the Capital Chapter, please contact President Sherry Mashburn, TRMC, at 512-767-6440 or Secretary Toni Milam, TRMC, at 512-312-0084. ★



2007 Capital Chapter Clerk of the Year Melissa Brunner, TRMC (at left), city secretary, Flatonia, is presented a plaque by Clerk of the Year Committee member Karen Thompson, TRMC, city secretary, Pflugerville.

## COASTAL BEND CHAPTER

By Irma Parker, TRMC

Betty Wood, city secretary, Sinton, hosted the chapter meeting on June 13 in Sinton at the Butter Churn Restaurant. Speaker for this meeting was Mr. Bennett Sandlin, general counsel, Texas Municipal League.

Those in attendance were: Pat Brown, administrative assistant, Rockport; President Patsy Gibson, city secretary, Palacios; Edna Lopez, city secretary, Kingsville; Secretary Rene Marshall, city clerk, Alice; Pat Martinez, deputy city clerk, Alice; Bonnie Taylor Mason, city secretary, Lakeside; Irma Parker, TRMC, city secretary, Rockport; Treasurer Scarlet Swoboda, TRMC, city secretary, Victoria; Billie Jo Tennill, city secretary, Odem; Larry Thompson, city secretary, Ganado; and Betty Wood, city secretary, Sinton.

A short business meeting was held to select the Coastal Bend Chapter's nominee for the 2007 TMCA Municipal Clerk of the Year award. Betty Wood, city secretary, Sinton, was selected for this prestigious award. Ms. Wood has worked for the City of Sinton for 31 years, 18 of those years as city secretary. In other chapter business, an update of the 61<sup>st</sup> IIMC Annual Conference in New Orleans was presented along with information on chapter committee assignments and future scholarship awards.

The September Chapter meeting will be held on Wednesday, September 12, in Ganado, and hosted by Ganado City Secretary Larry Thompson. Georgina Ibarra, field services representative, TML Intergovernmental Risk Pool, will be the guest speaker. For further information concerning our chapter or meeting dates, contact any members of the chapter or Chapter Vice President Irma Parker, TRMC, at 361-729-2213, ext. 138, or email [citysec@cityofrockport.com](mailto:citysec@cityofrockport.com). ★

## CHAPTER NEWS

### LONE STAR CHAPTER

By Aimee Nemer, TRMC



2007 Lone Star Chapter Clerk of the Year Eddie Sturgal, TRMC (center), city secretary, Lowry Crossing, with Lowry Crossing Councilmember Derek Stephens and Shirley Tabor, volunteer backup, Lowry Crossing.

The Lone Star Chapter met in Lowry Crossing in June. Members in attendance were: Linda Aaron, city secretary, Farmersville; Dorothy Brooks, TRMC, city secretary, Rockwall; Beverly Covington, TRMC, deputy city secretary, McKinney; Carole Ehrlich, TRMC, city secretary, Wylie; Janice Ellis, city clerk, Paris; Nina Jones, city clerk, Denison; Carole Kuykendall, deputy city secretary, Greenville; Carolyn Lawhorn, city secretary, McLendon-Chisholm; Julie Lollar, TRMC, deputy city clerk, Denison; Aimee Nemer, TRMC, city secretary, Murphy; Debbie Newell, city secretary, Greenville; Nan Parker, TRMC, city secretary, Frisco; Cathy Pugh, city secretary, Tom Bean; Pam Schmidt, TRMC, city secretary, Richardson; Carrie Smith, TRMC, city secretary, Parker; Eddie Sturgal, TRMC, city secretary, Lowry Crossing; Christie Wilson, TRMC, city secretary, The Colony; and Kathy Wingo, TRMC, city secretary, Lucas.

The chapter was very pleased to present the 2007 Lone Star Chapter Clerk of the Year award to Eddie Sturgal, TRMC, city secretary, Lowry Crossing. Eddie has been a dedicated member of our chapter from the beginning. He works diligently at every opportunity to raise funds for the Lone Star Chapter Scholarship. His enthusiasm is contagious and we are proud to have him as a member. Lowry Crossing City Councilmember Derek Stephens as well as Shirley Tabor, volunteer backup, were present for the award presentation.

Our August meeting will be conducted in conjunction with our first professional workshop, which will be a one day seminar on records management. We have coordinated with the Texas State Library Commission to have a representative cover topics such as State Retention Schedules and Disaster Planning. During our business meeting, we will present the fiscal year 2007-2008 budget and the 2007-2008 slate of officers. ★

## CHAPTER NEWS

### LOWER RIO GRANDE VALLEY CHAPTER

By Perla Zamora, TRMC

The Lower Rio Grande Valley (LRGV) Chapter held their monthly meeting on June 20 at the new Convention Center in McAllen. McAllen Mayor Richard Cortez gave a warm welcome to members and invited guests. The City of McAllen graciously hosted a wonderful luncheon catered by the in-house caterer, Centerplate.

TMCA President Lydia Ozuna, TRMC, city clerk, Wichita Falls, gave a presentation on TMCA, Inc., including benefits of networking opportunities, committees, scholarships, and TMCCP. A panel discussion on “Leadership and being an Effective Leader” was presented and facilitated by McAllen City Secretary/LRGV Chapter President Annette Villarreal, TRMC. Panelists were TMCA President Lydia Ozuna, TRMC, city clerk, Wichita Falls; 2007 TCMA President Elect Mike R. Perez, city manager, McAllen; and Dr. Shirley Reed, president, South Texas College. Panelists offered tips and suggestions on effective leadership. Members and guests certainly were motivated by the insight provided by these leaders.

Members present were: Susie Carrillo, Edinburg; Leticia Cobos, assistant city secretary, San Juan; Vice President Nancy Davalos, city secretary, San Juan; Arcelia Felix, TRMC, city secretary, Mercedes; Diana Garcia, city secretary, Penitas; Janie Gaytan, city secretary, Alton; Sonia Hinojosa, assistant city clerk, Pharr; Hilda Pedraza, administrative assistant, Pharr; Aida Montoya, city secretary,



Pharr; Veronica Montoya, city secretary, Edcouch; Norma Olvera, administrative assistant to city manager, McAllen; Arturo Prida, city secretary/finance director, Rio Hondo; Vicki Ramirez, records clerk, San Juan; Joe Rios, Edinburg; Norma Rodriguez, administrative assistant to city secretary, McAllen; Julianita Sabala, city secretary, La Joya; Erika Urbano, Penitas; Elma Vela, city commission liaison, McAllen; President Annette Villarreal, TRMC, city secretary, McAllen; and Secretary/Treasurer Perla Zamora, TRMC, deputy city secretary, McAllen.

*Above: The Lower Rio Grande Valley Chapter at their meeting in June in the City of McAllen.*

In the month of July, the LRGV Chapter heard a presentation by Paul Bazaldua, a consultant with Border Visions, relating to “Customer Service for Government Employees.” The LRGV Chapter meets the third Wednesday of each month. For additional information, contact Chapter Secretary/Treasurer Perla Zamora, TRMC, 956-681-1025. ★

## CHAPTER NEWS



Codi Delcambre, TRMC, city secretary, Argyle, was recognized as NTMCA Clerk of the Year, and was presented with an award.



Pam Schmidt, TRMC, city secretary, Richardson, was presented with an award as the chapter's nomination for TMCA Clerk of the Year.

## NORTH TEXAS MUNICIPAL CLERKS ASSOCIATION CHAPTER

By Susie Quinn, TRMC

Seventeen members attended the June 13 NTMCA meeting in Irving. We honored our TMCCP graduates and TMCCP recertification graduates with an adorable red velvet hinged bag tied with a white ribbon with a brass plate engraved with, "You're an Essential Piece." Inside the hinged bag was a brass puzzle piece tack pin. Our officers and committee members were given Appreciation Certificates. Our highest recognition was from the Clerk of the Year Committee, chaired by Shanae Jennings, TRMC, city secretary, Bedford, who recognized our 2007 NTMCA Clerk of the Year, Codi Delcambre, TRMC, city secretary, Argyle; and our TMCA Clerk of the Year nominee, Pam Schmidt, TRMC, city secretary, Richardson. Our speaker for the day was Marti Miller who inspired us all to "grow where we are planted." Marti also recognized Brenda Dennis for her recent marriage.

We met on July 11 in Fort Worth, with 21 members present. Codi Delcambre presented a short summary of the legislative laws that will affect city secretaries. Each committee chair gave a report. The nominating committee, chaired by Ivy Peterson, TRMC, deputy city secretary, Cleburne, presented a proposed slate of officers for the 2007-2008 year. The nominees are: president—Ashley Mitchell, TRMC, city secretary, Carrollton; vice president—Codi Delcambre, TRMC, city secretary, Argyle; treasurer—Linda Rhodes, TRMC, city secretary, Lake Worth; secretary—Shelly Doty, TRMC, city secretary, Cleburne; and historian—Kathleen Wedell, TRMC, city secretary, Aledo. Updating the bylaws was discussed, and revised bylaws will be submitted for approval in September.

In August, a NTMCA meeting is not held as we prepared for the TMCCP Legislative Update Seminar in Irving. Our TMCCP Reception Committee, chaired by Art Camacho, TRMC, city secretary, Azle, worked very hard to have the great reception many of us attended on the evening of Thursday, August 9. Great door prizes and gifts were enjoyed along with the tasty Southwestern food. ★

# CHAPTER NEWS

## NORTHEAST TEXAS CHAPTER

By Donna Sickel

The Northeast Texas Chapter met June 22 in Carthage at the Texas Country Music Hall of Fame. Guest speaker and TMCA President Elect Lila Fuller, TRMC, city secretary, Nacogdoches, gave an interesting and informative program entitled, “Website Development—Not Just for Big Cities Anymore.” Members enjoyed a catered lunch and tour of the Tex Ritter Museum and Hall of Fame. ★



Inside the Texas Country Music Hall of Fame. *Left to right:* TMCA President Elect Lila Fuller, TRMC, city secretary, Nacogdoches; Northeast Texas Chapter President Donna Sickel, city secretary, Carthage; and Northeast Texas Chapter Secretary Nina Browning, TRMC, city secretary, Winnsboro.



The chapter posed in front of the bronze statue of Tex Ritter and White Flash. *Front row, left to right:* Brenda Lankford, city secretary, Cuney; Deana McCasland, city secretary, Overton; Cassandra Brager, city clerk, Tyler; Chapter President Donna Sickel, city secretary, Carthage; Vickie Brenton, Winnsboro; Dana Clark, registrar/zoning administrator, Carthage; Rosena Becker-Ross, city secretary/court clerk, Mount Enterprise; Gail Weir, city secretary, Ore City; TMCA President Elect Lila Fuller, TRMC, city secretary, Nacogdoches; and Karen Custer, city clerk, Kilgore. *Second row, left to right:* Debra Johnson, Canton; Chapter Secretary Nina Browning, TRMC, city secretary, Winnsboro; Teresa McCutcheon, city secretary, New Summerfield; and Lawanna Williams, assistant finance director, Kilgore.



# CHAPTER NEWS

## PANHANDLE CHAPTER

By Suzanne Finch, TRMC



The Panhandle Chapter at their August meeting in Amarillo.

The Panhandle Chapter met June 21 at the Amarillo Club for their bimonthly meeting. President Connie McKiernan, city secretary, Panhandle, presided over the meeting. President McKiernan appointed a nominating committee, chaired by Chapter Historian Janice Henson, TRMC, city secretary, Perryton, for the new officers to be elected in October and take office in December. President McKiernan discussed the recent TMCCP seminar held in June in Amarillo and reminded everyone of the upcoming TMCCP Graduate Institute to be held in Fredericksburg on October 11-12.

The program was a video presented by Chapter Secretary Suzanne Finch, TRMC, city secretary, Hereford, entitled "Identity Theft: How to

Protect Your Money, Your Credit, and Your Good Name." The video offered helpful tips on how to prevent identity theft.

This meeting was attended by: Chapter Secretary Suzanne Finch, TRMC, city secretary, Hereford; Cheryl Gibson-Salgado, TRMC, city secretary, Spearman; Chapter Historian Janice Henson, TRMC, city secretary, Perryton; Chapter President Connie McKiernan, city secretary, Panhandle; Chapter Treasurer Carolee Nance, city secretary, Fritch; and Terry South, city secretary, Canadian.

The chapter is scheduled to meet again on August 16 and October 18 at 11:30 a.m. at the Amarillo Club in Amarillo. ★

## TMCCP Seminars

### Graduate Institute: "The Leadership Challenge"

TMCCP Course 2 Seminar Credit

Speaker: **James Dodson**

**Fredericksburg, October 11-12**

Seminar Hotel:  
Inn on Barons Creek

### Election Law Seminar

TMCCP Course 4 Seminar Credit

Speakers: *election experts*

**Austin, January 30-February 1**

Seminar Hotel:  
Hyatt Regency on Town Lake, 512-477-1234

### Municipal Finance

TMCCP Course 3 Seminar Credit

Speaker: **Lewis McLain**

**Irving, April 10-11**

Seminar Hotel:  
Sheraton Grand Hotel DFW

## CHAPTER NEWS

### PINEYWOODS CHAPTER

By Carrie Edwards

On July 19 the City of Huntington was pleased to host the Pineywoods Chapter's meeting. This chapter covers over 37 cities and the photos show just a few of the city secretaries.

Attendees included (*in the photo below, in the front row, from left to right*): Cheryl Everett, city secretary, Hudson; Jeaneyse Mosley, municipal court clerk, San Augustine; Chapter Secretary/Treasurer Stacy Corley, TRMC, deputy city secretary, Nacogdoches; Tina Cavazos, city secretary, Diboll; Chapter Vice President Cinda Garner, city secretary, San Augustine; Mitzi Thompson, city secretary, Crockett; (in the back row:) Angela Stutts, city secretary, Onalaska; Terri Noble, TRMC, city secretary, Center; Herman Woolbright, mayor, Huntington; Betsy Gregson, city secretary, Huntington; Terri Bible, city secretary, Woodville; and Chapter President Carrie Edwards, city secretary, Colmesneil.

The chapter discussed the annual banquet set for October 21 in Lufkin, submitting nominations for chapter clerk of the year and submitting nominations for the chapter scholarship. The chapter also voted to hold a silent auction at the banquet to raise funds for the scholarship. ★



### RED RIVER CHAPTER

by Marie Balthrop, TRMC

The Red River Chapter met on March 21 and held a round table discussion about the upcoming election. The meeting was held at Pasqual's Restaurant in Wichita Falls.

Members present were: Marie Balthrop, TRMC, city secretary, Holliday; Trish Holley, TRMC, city secretary, Burkburnett; Janice Newman, city secretary, Iowa Park; Pat Quisenberry, TRMC, city secretary, Vernon; Robin Ross, city secretary, Archer City; and Conchita Torrez, city secretary, Seymour.

The Red River Chapter selected Pat Quisenberry, TRMC, city secretary, Vernon, as the chapter nominee for TMCA Municipal Clerk of the Year. Pat Quisenberry has been an active member of the Red River chapter and has served as an officer for many years. Good luck, Pat!

In July the chapter met at Alfredo's restaurant in Wichita Falls. Members present were: Marie Balthrop, TRMC, city secretary, Holliday; Trish Holley, TRMC, city secretary, Burkburnett; Carol Loucks, TRMC, city secretary, Henrietta; TMCA President Lydia Ozuna, TRMC, city clerk, Wichita Falls; Angie Scarlett, city secretary, Throckmorton; Conchita Torrez, city secretary, Seymour; and Pat Quisenberry, TRMC, city secretary, Vernon.

TMCA President Lydia Ozuna gave an update on TMCA and also reviewed scholarships that are available.

The next meeting will be held September 19 (location to be announced). For more information about the Red River Chapter, contact President Trish Holley, TRMC, at 940-569-2263. ★

## CHAPTER NEWS

### SOUTH PLAINS CHAPTER

By Maria Hatchett, TRMC

The South Plains Chapter met on June 20 at the Lubbock Club in Lubbock. The meeting was hosted by City Secretary Susie Williamson and the City of Shallowater. Vice President LeAnn Gallman, TRMC, city secretary, Muleshoe, welcomed members and guests. Jeannie Rogers, billing director, Tulia, introduced Don Jennings, PRPC, on the Texas Revenue Recovery Association.

A congratulatory announcement was made to our chapter TMCCP graduates: Bonnie Scaff, TRMC, city secretary, Bovina; Patricia Phipps, TRMC, deputy city secretary, Friona; and Debbie Gressett, TRMC, city secretary, Seminole. The recertification graduates were: Brenda Shaw, TRMC, city secretary/manager, Morton; Toni Chrestman, TRMC, city secretary, Slaton; and Chris Wade, TRMC, city secretary (ret.), Levelland.

Gloria Espinosa, TRMC, city secretary, Ralls, who serves as Chairman of the Municipal Clerk of the Year Committee, reported that Toni Wilson, TRMC, city secretary, Sundown, was elected Chapter Municipal Clerk of the Year, and LeAnn Gallman, TRMC, city secretary, Muleshoe, was elected as our chapter nominee for Texas Municipal Clerk of the Year. LeAnn Gallman, TRMC, announced that the annual chapter seminar will be held on September 14 at the Municipal Garden & Arts Center. The following South Plains Chapter retirees were recognized: Cynthia Trower, city secretary, Farwell, and Wilma Williams, city secretary, Denver City.

The next meeting was set for September 19. JoAnn Beard, city secretary, Smyer, will host.

Members and guests attending the June meeting were: Toni Chrestman, TRMC, city secretary, Slaton; Gayla Cowan, city secretary, Amherst; Gloria Espinosa, TRMC, city secretary, Ralls; LeAnn Gallman, TRMC, city secretary, Muleshoe; Maria Hatchett, TRMC, city secretary, Lamesa; Jodie House, city secretary, Crosbyton; Sharon Kerby, Slaton; Karen Lawson, TRMC, city secretary, Floydada; Jeannie Rogers, billing director, Tulia; Brenda Shaw, TRMC, city secretary/manager, Morton; Chris Wade, TRMC, city secretary (ret.), Levelland; Susie Williamson, city secretary, Shallowater; JoAnn Beard, city secretary, Smyer; Jane McDaniel, Lubbock; Tommy Combs, deputy city secretary, Lubbock; Stephanie Lee, Lubbock; Sylvia Martinez, TRMC, utility billing clerk, Plains; Patricia Phipps, TRMC, deputy city secretary, Friona; Pam Rowe, TRMC, city secretary, Plains; Cynthia Trower, city secretary (ret.), Farwell; Deana Watson, TRMC, city secretary, Post; Cynthia Williams, TRMC, assistant city secretary, Pose; and Susie Williamson, city secretary, Shallowater. ★

### WEST TEXAS CHAPTER

by Evelyn Ammons

The West Texas Chapter met at the Petroleum Club of Midland on April 18. President Laura Barragan, TRMC, assistant city secretary, Van Horn, called the meeting to order. Secretary/Treasurer Tonya Todd, TRMC, city secretary, Wink, called roll with 12 members present.

Those present at the meeting were: Norma Aguilar, TRMC, city secretary, Odessa; Evelyn Ammons, city secretary, Big Lake; Laura Barragan, TRMC, assistant city secretary, Van Horn; Tami Davis, assistant city secretary, Big Spring; Lesa Gamble, administrative assistant, Big Spring; Kayla McCord, city secretary, Midland; Lyn Miller, TRMC, deputy city secretary, Midland; Gloria Saenz, city secretary, Kermit; Anita Sparks, city secretary, Rankin; Tonya Todd, TRMC, city secretary, Wink; Lou Ann Watson, city secretary, McCamey; guests Sherry Wilson and Mayor Pro Tem Berry Simpson, Midland.

During lunch, Mayor Pro Tem Berry Simpson shared several stories and pictures celebrating 20 years of exchanges with Midland's Sister City, Dongying, China. The exchange was established in 1986, and is a non-profit entity that raises funds for various programs.

President Barragan commenced the business meeting. Becky Brewster, TRMC, city secretary, Van Horn, was nominated by the chapter for Municipal Clerk of the Year. ★

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