

TMCA NEWS



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TMCA President Marie Balthrop, TRMC City Clerk, Wichita Falls

President’s Message Choose to Make a Difference

Choices, choices, choices! According to multiple internet sources, on average we make around 35,000 decisions per day. Wow! We make 226.7 decisions per day about food alone! We make some of the decisions without even thinking about them, while others are much more complicated. In this article I want to focus on the many decisions we make each day that impact other people.

In July I visited the North Texas Municipal Clerks Association Chapter meeting, and heard their guest speaker, Tim Marvel. Tim is a motivational speaker and author, and his passion is encouraging others to be their personal best. Tim’s platform is “10 Seconds Daily,” and he has written several books on how you can use 10 seconds a day to change different aspects of your life. Tim shared one of his books with me titled *10 Seconds Pay It Forward*. The book is a thirty-day exercise of giving 10 seconds a day to make a difference in someone else’s life. The exercises are small, selfless acts of kindness, but they can make a big impact in others’ daily lives.

CONTENTS

- President’s Message • page 1
- TMCCP Graduate Institute Seminar • **page 3**
- TMCA Annual Business Meeting & TMCA Annual Banquet • **page 4**
- Volunteer: TMCA Booth at TML Conference • **page 5**
- 5 Ways Your Municipality Benefits Because You Are A Texas Registered Municipal Clerk • **page 6**
- Profile: TMCA 2018 Certification Committee • **page 8**
- Obituary: Kathy Hoover • **page 12**
- TMCCP Summer Seminars • **page 14**
- TML Report • **page 15**
- Alan Bojorquez Awarded by State Bar of Texas • **page 16**
- Upcoming Education & Networking Opportunities • **page 17**
- Chapter News • **page 19**
- Chapter Contact Information • **page 48**
- 2018 Executive Board & Committees • **page 49**

PRESIDENT'S MESSAGE

As I read through the book, I couldn't help but think about our organization and how many of our members choose to selflessly share their knowledge with others. We see this every day in our [TexasMunicipalClerks Yahoo Group](#) when members choose to take time out of their day to answer a question or share a requested document. We witness the selfless giving of time and knowledge when our members donate their time to teach a seminar, volunteer on a committee or board, or take the time to mentor a new clerk. I could go on and on with examples of our members selfless acts of service and kindness. TMCA, Inc., is a phenomenal group that I am so proud to be a part of!

Next, I began to think about the decisions I make every day at work and how my words, attitude and actions can either lift up or tear down those around me. The choices we make every day do make a difference! So I encourage you to take the advice of Tim Marvel and purposefully take at least 10 seconds a day and consciously choose to make a difference. I know many of you already make huge differences in your communities and I commend you for that, but I challenge you to look for new ways to step out and change your personal life or the lives of others. Be the change in your organization and be the spark that ignites change in others.

When we take time, even just 10 seconds a day, to pour into others, it is not only a blessing to them, but a blessing to us too. Just think about the ripple effect we can cause when we simply choose to share love, joy, peace, patience, and kindness with others and then they choose to pass it on. That makes my heart smile and brings me joy, and I hope it does the same for you! ★

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Contact: TMCA, Inc., 940-565-3488,

alexandra.burke@unt.edu

Editor In Chief: Administrative Director Peggy
Burnside, TRMC

Production Editor, Art Direction and Design,
Writer, Copy Editor: Communications Specialist
Alexandra Burke

Contributing Writer, Copy Editor: Education Director
Dr. Amy Holt, TRMC

Copy Editor: Administrative Specialist Miriam
Sheehan, TRMC

TMCA SEMINAR: GRADUATE INSTITUTE

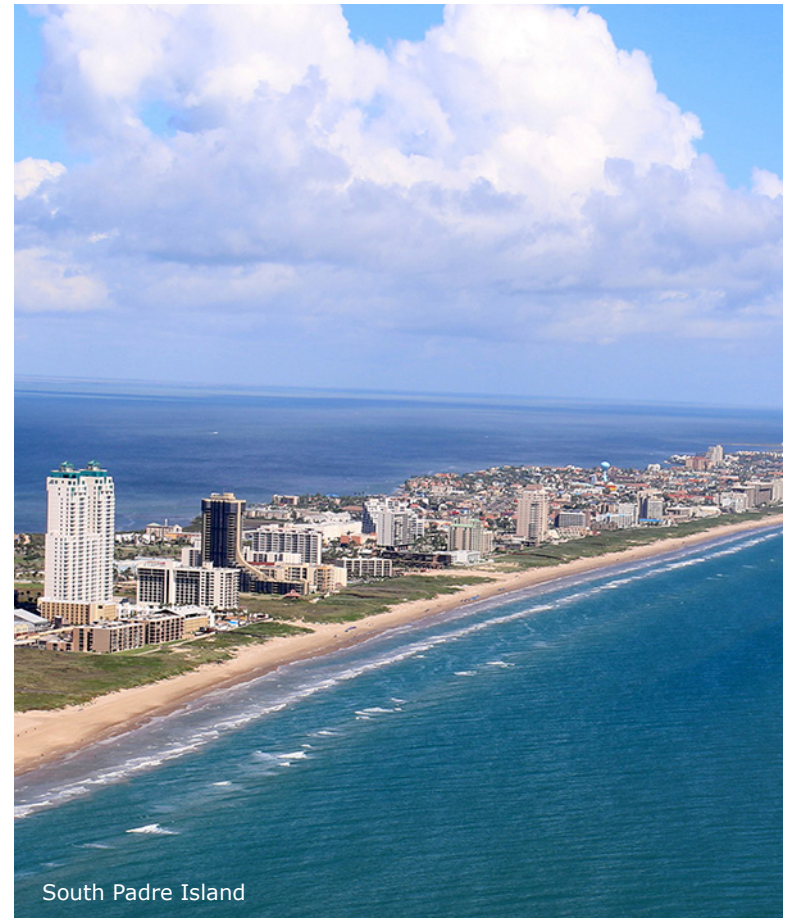
Growing Your Influence: How to Become More Persuasive, Compelling, & Balanced

October 25-26, 2018, South Padre Island

We're looking forward to seeing attendees at our Annual Graduate Institute Seminar, this year in beautiful South Padre Island! Our speaker is **Randy Anderson**, co-founder of E3 Professional Trainers, a Texas-based training firm that provides customized training, keynote presentations, and personal coaching to help people become more engaged in their work, be better equipped to do their job, and feel empowered to live a more fulfilling life that will count for something after they're gone.

5 Keys for Becoming a Person of Greater Influence

*Much of the legacy you build in life personally and professionally is determined by how well you're able to work with people. In these two days, we'll discuss ways to **build trust** and how you can use that to build **great teams** in every area of life. You'll hear strategies for becoming a more **persuasive, compelling, and memorable communicator**. You'll learn how to quickly and effectively **resolve conflict** when it inevitably arises. And finally, you'll discover a strategy for **achieving greater fulfillment in life**. By incorporating the concepts we discuss, you'll become a person of greater influence, and be able to help others around you perform better.*



South Padre Island

Celebrate Municipal Clerks

Thursday, October 25, 2018, Hilton Garden Inn, South Padre Island

TMCA Annual Business Meeting, October 25, 12:00 noon

Including election of 2019 officers, treasurer's report, voting on 2018 resolutions, celebrating our 17 chapters.

TMCA Annual Awards Banquet, October 25, 5:30 p.m.

Includes presentation of the 2018 TMCA Municipal Clerk of the Year, presentation of scholarship awards, recognition of our 2018 retirees, and the 2018 president's acceptance speech. Plus door prizes and an exclusive gift for attendees!

Members' participation in and commitment to the Texas Municipal Clerks Association is vital to our success and future.

We look forward to seeing you in South Padre!

A banquet ticket and luncheon ticket is included in your Graduate Institute registration. If you are not attending the seminar but would like to attend either event, please purchase your banquet ticket in advance.

TML Booth Volunteers Needed

Volunteer Today • October 10-12, Fort Worth

By TML Booth Committee Chair **Lori Cartwright, TRMC**
City Secretary, Waxahachie



Lori Cartwright, TRMC

TMCA and its Yellow Rose Chapter are in search of volunteers to showcase our profession at the TML Annual Conference to be held **October 10-12 in Fort Worth.**

If you plan to attend and would like to spread the word about the TMCA and the Certification Program, volunteer to work at our TMCA booth please contact me at 469-309-4005 or lcartwright@waxahachie.com.

I look forward to seeing you in Fort Worth!



2017 TMCA booth at the Annual TML Conference



TMCA/TMCCP EDUCATION DIRECTOR'S CORNER

Five Ways Your Municipality Benefits Because You are a Texas Registered Municipal Clerk



TMCCP Education Director
Dr. Amy Holt

1 *Your Knowledge is Current and Relevant*

As city leaders, municipal clerks are expected to be knowledgeable about the most up-to-date legislative directives affecting many different moving parts of local government. Municipal clerks also need to have expertise in election laws and government transparency. The Texas Municipal Clerks Certification Program (TMCCP) is dedicated to providing current information that municipal clerks need to know to serve citizens well. The certification program covers information related to the topics mentioned above and others such as: ethics in municipal government, public funds investment, effective communication, leadership principles, etc.

2 *You Are Likely More Productive*

Studies have shown that employees with a professional certification are more productive.¹ Certification programs like the TMCCP prepare workers for what they may face day-to-day on the job and gives

them the necessary tools to accomplish their work goals and overcome challenges. In fact, having one certified employee on a team can boost the productivity of a whole team.¹

3 *Best Practices Elsewhere Can Be Effectively Used in Your Municipality*

Part of the knowledge gained through the TMCCP includes access to a network of city leaders who are willing to share what works well in their own cities. Through these connections, municipal clerks involved in TMCCP have colleagues around the state that they can call on when they are attempting a new program or initiative in their city or when they want to tweak how something is done. Who better to ask than clerks who have demonstrated a high professional standard that is necessary to achieve the Texas Registered Municipal Clerk (TRMC) designation.

TMCA/TMCCP EDUCATION DIRECTOR'S CORNER

4 Information Can Be Shared With the Entire Municipality

Many of our seminar attendees take the information they learned back to their municipalities and provide training to the others in their offices through written memos, mini-training sessions, updates to key staff, or debriefings with relevant staff. Talk about “return on investment.” The seminar registration fee is in reality divided among all the staff in a municipality who directly benefit from the material presented at our in-person seminars.

5 You Demonstrate a Commitment to Your Profession

When you choose to pursue the TMCCP you are committing to over 200 hours of home study and written homework; examinations over each of the four courses; and attendance at eight two-day seminars. After initial certification, participants pursue recertification which requires an additional eighty hours of professional development course work every five years, including attendance at six two-day seminars and a selection of educational opportunities to earn points towards recertification. This type of dedication requires a commitment to the municipal clerk profession that goes beyond simply holding a job. Instead of learning the basics of a job, a certified clerk can focus on continuous improvement and innovation. This commitment results in fewer mistakes and a professional with greater confidence to perform their tasks.

¹ Half, Robert (2014). 4 Reasons a Professional Certification Benefits the Entire Company.

Learn more about the Texas Municipal Clerks Certification Program and enroll.



At top: The 2016 TMCCP Graduation Ceremony. *Above:* Texas Secretary of State Rolando Pablos (*at right*) with recertifying TMCCP graduate Martha Velasquez, TRMC, city secretary, Luling, at the 2017 Graduation Ceremony.

PROFILE

2018 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 2018.

*Chair Melissa Brunner, TRMC
City Secretary, Flatonia*

Melissa Brunner, TRMC, has served as the city secretary of Flatonia since 1999. She has recertified three times and is currently enrolled in her fourth recertification. Melissa received her CMC from IIMC in 2009.

Melissa is an active member of the Capital Chapter of TMCA. She has held the chapter offices of past president, president, vice president, treasurer, and secretary, as well as having served on numerous committees.



Members of the 2018 Certification Committee. *Front row, left to right: Peggy Burnside, TRMC, administrative director, TMCA/TMCCP; Committee Chair Melissa Brunner, TRMC, city secretary, Flatonia; and Irma Parker, TRMC, city secretary, Addison. Second row: Mary Supino*, TRMC, city secretary, Arlington; Gretchen Mercer, TRMC, city secretary, Canyon; Alicia Richardson, TRMC, city secretary, North Richland Hills; and Dr. Amy Holt, TRMC, education director, TMCA/TMCCP. Inset: Ellie Monteaux, TRMC, city secretary, Livingston. Not pictured: ex-officio members TMCA President Marie Balthrop, TRMC, city secretary, Holliday; TMCA President Elect Kim Sutter, TRMC, city secretary, Euless; Immediate Past President Lydia Lopez, TRMC, city secretary, Hewitt. *Mary Supino served on the Certification Committee earlier this year, then resigned the position per TMCA policy when she transitioned from Arlington city secretary to Arlington Police Department chief administrative officer; Livingston City Secretary Ellie Monteaux then accepted appointment to the committee.*

CERTIFICATION COMMITTEE PROFILE

Melissa is also active in TMCA. She is currently serving her sixth year on the Certification Committee. She has served on the Municipal Clerk of the Year Committee as a member and as chair; the Retirement Committee; the TML Booth Committee as chair; the Open Records Steering Committee (four years); and the Membership Committee as chair.

"I feel that the certification program provided by the Texas Municipal Clerks Association is such an amazing asset to our profession. I am pleased and honored to be able to serve on the Certification Committee."

Gretchen Mercer, TRMC City Secretary, Canyon

Gretchen Mercer, TRMC, has served as the city secretary of Canyon since 2006. She previously served as the City of Canyon's administrative assistant to the public works director. Gretchen earned her TRMC in 2014, recertified in 2018, and is currently enrolled in her second recertification.

She is an active member of the Panhandle Chapter of TMCA. She has held the offices of chapter president, vice president, secretary, and historian. Her chapter committee service includes its Nomination Committee (both

chair and member), TMCA Conference Hosting Committee (chair), and Notary Training Seminar Committee.

Gretchen is also active in TMCA. In addition to serving on the Certification Committee since 2016, her TMCA committee service includes the Membership Committee (2010-2012; chair, 2013), Resolutions Committee, and Nomination Committee. She co-authored the HR chapter of the 2018 revision for the *Texas Municipal Clerks Handbook*, 11th edition. She has convened at TMCCP Election Law Seminars (2013-2018). She has also enjoyed volunteering for TMCA's booth at the TML Conference since 2013, where she finds it "a great opportunity to meet our fellow city secretaries away from the [[TexasMunicipalClerks Yahoo Group](#)] keyboards and promote the Certification Program to the elected officials and management of the cities."

"It is an honor to serve the members of TMCA through the Certification Committee. I believe the TMCCP certification is key to the success of every municipal clerk; the incredible education, support, and networking are priceless. I'm grateful for the opportunity to be a part of setting and strengthening the policies and procedures for the Certification Program and encouraging others just as I was and

continue to be. It's a great feeling to hear TML Legal staff and other leaders say how Texas Municipal Clerks know their business due to the quality education received from the certification program, and they are right. I applaud all who are working their way through the homework and tests, have completed their certification, and those recertifying. Display your title with pride!"

Ellie Monteaux, TRMC City Secretary, Livingston

Ellie Monteaux, TRMC, was appointed city secretary of the City of Livingston in 2007, and since October 2017 she has had the dual role of city secretary and assistant city manager. She began her service with the City of Livingston in July 2000 as accounts payable/purchasing clerk and transitioned into human resources/payroll clerk.

She earned her TRMC in 2013 (No. 684) and is currently enrolled in her second recertification. Ellie received her Certified Municipal Clerk designation from IIMC in 2017 and is currently enrolled in the IIMC Master Municipal Clerk Program.

Ellie is the current president of the Pineywoods Chapter of TMCA. As a TMCA chapter president, she is a member of the TMCA 2018 Mem-

CERTIFICATION COMMITTEE PROFILE

bership Committee. She is also a member of the TMCA 2018 Retirement Committee. She has recently been appointed to the 2018 Strategic Plan Review Committee. Previous TMCA committee service includes Resolutions Committee chair in 2017 and member in 2016.

Ellie is also co-author of Chapter 6 of TMCA's *Texas Municipal Clerks Handbook*, 11th Edition. Ellie has been honored as the Pineywoods Chapter Municipal Clerk of the Year Nominee for 2018, 2016, and 2013.

She is a full member of IIMC. She is a member of the 2018/2019 IIMC Policy Review Committee and the IIMC Athenian Leadership Society. Having met all of the requirements, Ellie was accepted as a Fellow in the IIMC Athenian Leadership Society as of August 1, 2018. She will be recognized at the 2019 IIMC Annual Conference in Birmingham, Alabama, during the opening ceremony.

Ellie is a member of the Texas City Management Association, the International City Management Association and the Government Finance Officers Association of Texas.

"As a member of the Certification Committee, I am excited to see fellow clerks benefit from tuition

scholarship and travel stipends. It is encouraging to know that our predecessors in TMCA were thoughtful and diligent to put this assistance in place. This commitment to future generations of municipal clerks is a vital part of my role on the Certification Committee."

Irma Parker, TRMC City Secretary, Addison

Irma Parker, TRMC, has served as Addison city secretary since June 2018. She previously served as city secretary for the City of Port Aransas from 2013 to 2018, and as city secretary for the City of Rockport from 1998 to 2013.

Irma earned her TRMC Certification in 2008 (No. 536), has recertified twice, and is currently enrolled in her third recertification.

Irma is active in TMCA, where she has served on the Membership, Resolution, Scholarship, and Nominating Committees; this is her third year serving on the Certification Committee. She is a speaker for the TMCCP Election Law Seminar, and has also convened at TMCCP Election Law Seminars. Irma has served as president, vice president, treasurer, and secretary of the TMCA Coastal Bend Chapter. Her Coastal Bend Chapter committee service

included Membership, Athenian Dialogue Seminar Planning, Scholarship, Nominating, and Audit. She was honored as the Coastal Bend Chapter's Clerk of the Year and nominee for the TMCA Texas Municipal Clerk of the Year. While new to the DFW area, she looks forward to continuing her membership with the Coastal Bend Chapter and looking forward to participating with the Lone Star Chapter.

Irma holds membership in IIMC. She received her Certified Municipal Clerk designation and is actively pursuing her Master Municipal Clerk and IIMC Athenian Fellow certifications.

Irma was an active member of Region 11 of the Texas Municipal League, and served as Region 11 Secretary four times. In addition, she was selected as a member of the TML 100th Birthday Committee. Irma is active in community organizations including the Rotary International, Port Aransas Art Center, Rockport Little Theatre, and Rockport-Fulton Chamber of Commerce where she is a graduate of Leadership Aransas County Class VIII, served as the Government Class Facilitator and was selected Bay Blazer of the Year in 2007.

"I am honored to be given the opportunity to serve my fellow clerks as a member of the Certification

CERTIFICATION COMMITTEE PROFILE

Committee. TMCA and TMCCP's educational programs provide us with the knowledge needed to perform our jobs and earn the respect and trust of our citizens. There is no occupation as rewarding as that of a municipal clerk! I thank the current and past board members and staff for their vision and commitment to our profession and I appreciate the opportunity to work alongside people who honestly work to make our profession better, volunteers, who juggle as hectic a schedule, with work, family, and civic responsibilities, and at the same time, answering the call of service to our noble profession."

Alicia Richardson, TRMC

City Secretary, North Richland Hills

Alicia Richardson, TRMC, has served as the city secretary of North Richland Hills since June 2014. Prior to joining the City of North Richland Hills she served in the same capacity for the cities of Southlake from 2011-2014 and Highland Village from 2006-2011. She also served as the assistant city secretary in North Richland Hills from 1998-2006.

Alicia earned her TRMC Certification (No. 404) in 2002, and is currently working on her fourth recertification. She holds the Certified Municipal Clerk designation from IIMC.

Alicia's service with TMCA includes being a panelist for the "Capturing and Retaining Social Media Records" session at the August 2018 TMCCP "Records Management" Seminar, and a co-presenter at the 2018 Election Law Seminar session "Early Voting for Early Voting Clerks." She served on the TMCA Nominating Committee in 2015 and 2017. She is a co-author of TMCA's *Texas Municipal Clerks Handbook* ("Professional Etiquette and Protocol," 2014, and "Petitions," 2018).

Alicia is a member of the TMCA North Texas Chapter and ARMA International. Her service with the North Texas Municipal Clerks Association (NTMCA) includes offices of president, vice president, secretary and historian. Her chapter committee service includes the Alyce Deering Scholarship Committee (chair), Audit Committee, Professional Seminar Committee, Reception Committee, and Technology Committee. She worked on special projects (website and newsletter) to modernize the chapter. The chapter recognized her as NTMCA Clerk of the Year in 2013. This year, the chapter selected her as the North Texas Chapter's nominee for TMCA Texas Municipal Clerk of the Year.

"It is an honor to serve on the Certification Com-

mittee, and have the opportunity to give back to the program that has provided me the education to pursue my profession with zeal and confidence. The program is a blessing to the seasoned and novice city clerk. I encourage our membership to become involved at the local and state level. We support one another with lessons learned and use that knowledge to bear good fruit and become mentors to others."

OBITUARY

Kathy Hoover

Our friend Kathy Hoover passed away this summer after a battle with cancer. She will be dearly missed by her family and friends, her fellow TMCA Northeast Texas chapter members, her fellow city secretaries, and her city.

Kathy served as city secretary for the City of Gilmer for 13 years. *In the Longview News-Journal*, Gilmer Mayor Tim Marshall, said “Hoover easily could have served as city manager, but the city council did not want her job security to hinge on future city councils.

“As long as we had her, we didn’t need a city manager,’ he said. ‘You could call up any city secretary that’s in this area. She knew people, and they knew her. She was just liked by everybody.’

“Marshall said Hoover helped him learn the ropes of his role when he became mayor three years ago. He recalled her typical reaction when he brought some matter to her that he was uncertain with.

“[She’d say], ‘Oh, yeah. I know what that is. Let me have it,’” he said. ‘And she’d take care of it. She’d go out of her way to do things, to do anything for you.’

“Long said Hoover’s dedication to her hometown came naturally to Hoover.

“It was just in her fiber, in her ethics,’ Long said. ‘She started believing in the city and the importance of her job. And she loved this town, so it was just natural to her. It was something in her that wanted to do her best. She just had long arms for everybody.’”



Kathy Hoover, TRMC

KATHY HOOVER

Her friend Northeast Texas Chapter President and Bullard City Secretary Doris Crockett **wrote**, “We are saddened by the news about our beautiful friend. [...] She has always been ready to share her knowledge with others in our profession.”

“Kathy has been a worthy representative of our profession and one we feel deserves recognition. [...] It was our privilege to choose Kathy Hoover, TRMC, as the Northeast Texas Chapter Clerk of the Year and submit her nomination for the 2018 TMCA Texas Municipal Clerk of the Year.”

Kathy has been a member of the Texas Municipal Clerks Association since 2005. She served her Association by chairing the Retirement Committee in 2016 and serving on the Municipal Clerk of the Year Committee in 2015. She earned her Texas Registered Municipal Clerk Certification in 2012 and recertified last year.

Kathy was an invaluable and bright light in our profession, a dear friend, and we will greatly miss her.



Kathy Hoover (fourth from right) with her TMCA Northeast Texas Chapter in 2017.

TMCCP 2018 Summer Seminars

Keep up with our [Facebook page](#) for the latest information from our seminars! Here are some photos we've shared online from our June and August TMCCP seminars this year.

Our TMCCP "Records Management" Seminar in Grapevine in August was a great success (photos below left)! Thank you to the North Texas Chapter for being such gracious hosts; they prepared 300 welcome bags for attendees (top right photo below) and held a sponsored evening social event.

Photos at right: Attendees had a wonderful time at our TMCCP "Public Funds Investment" Seminar in Amarillo. Inset: Speaker Patrick Shinkle with TMCA/TMCCP staff Dr. Amy Holt, Miriam Sheehan, and Peggy Burnside. At lower right: The TMCA Panhandle Chapter were wonderful hosts; they made everyone feel welcome, and provided goodie bags for over 100 attendees, plus door prizes.



Texas Municipal League Report

By TML Representative **Kim Sutter, TRMC**

City Secretary, Euless



Kim Sutter, TRMC

The TML Board of Directors met June 29 in Roanoke. TML President Holly Gray-Moore welcomed the board to her hometown for the annual TML President Hometown Visit. The town hosted a dinner event the night prior to the meeting, which involved a tour of the new Roanoke City Hall facility. The facility is currently under construction and staff anticipates being able to occupy the beautiful facility in October of this year.

The next day the board met to hear reports and address business of the League, including the approval of a resolution to merge the Resolutions Committee to become a part of the annual meeting. You may recall that the recommendation is being proposed to streamline the policy committee processes. An additional resolution approved a five percent increase to member service fees. This increase will require a vote of the membership at the annual conference in Fort Worth.

TML staff is very excited about the campaign theme for the upcoming legislative session: "Our Home, Our

Decisions." This in response to the movement to limit local control. The message is that we believe that local issues require local decisions. TML has filmed and is editing a promotional video supporting the campaign and plans to make the video and any additional promotional material available to cities for their use.

The board received a legislative update from TML Attorney Scott Houston and Deputy Executive Director Shanna Igo. Both keep their ears to the ground to stay on top of any city related issues that might come up in the next session. Staff is monitoring any talks about limiting local control, specifically as it relates to short term rentals, plastic bags, payday lending, tree ordinances, and chickens—yes, chickens—just to name a few. Revenue caps are expected to be a hot button item in the next session. Also of concern is talks related to online sales tax distribution and housing affordability (belief is that city codes limit the amount of affordable housing). The final legislative agenda will be set in December!

Additionally, the board received a legal update, the

TML REPORT

communications report, and a membership update.

The meeting was informative, and the board members and staff are a great group of people from varying backgrounds. With this combination, the results and benefits of TML are apparent.

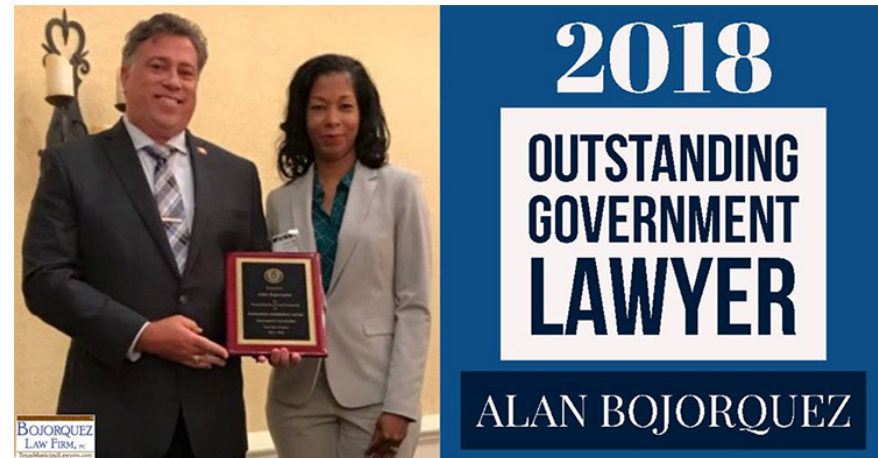
Be sure to visit the [TML website](#) to keep abreast of happenings as we move quickly toward the next legislative session.

It is my pleasure to be a part of the board and represent TMCA.

Alan Bojorquez Awarded State Bar of Texas 2018 Outstanding Government Lawyer Award

Congratulations to Alan Bojorquez on being awarded the **State Bar of Texas 2018 Outstanding Government Lawyer Award!**

Alan is the author of the TMCA *Texas Municipal Law & Procedure Manual* and a frequent speaker at TMCCP seminars. We are so grateful to have him as a friend, teacher, and supporter of Texas city clerks. Congratulations on this well-deserved award, Alan!



TMCCP Certificates Earned

Congratulations to the following enrollees who recently 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

Brittany Andrews, Justin
Diana Stapp, League City

Course 3

Kelly Ballard, Kelly
Erika Brady, Austin
Tara Brooks, Grapevine
Dianna Buchanan, Haslet
Giani Cantu, Richwood
Marina Cantu, Fort Stockton
Donna Carney, Tioga
Robyn Densmore, Georgetown
Isabel Fernandez, Buda
Rachél Gafford, Overton
Lily Anne Garcia, Harlingen
Lola Hazel, Dalworthington Gardens
Lori Hollingsworth, El Campo
Tonya Hopper, Crowell
Pamela King, Slaton
Tammy Lofton, Waksom
Jamee Long, Annetta
Tammie Mitchell
Mindi Parks, Everman
Kathryn Roberson, Kennedale
Gale Roberts, Sulphur Springs
Lauren Seay, Burlington
Brenda Tarpley, Jacksboro
Vicki Watson, Vidor
Ian Whittenton, College Station

Course 4

Siria Arreola, Boerne
Elizabeth Cappon
Lily Anne Garcia, Harlingen
Tammy Lofton, Waksom

Course 2

Brittany Andrews, Justin
Barbara Bessent, Lubbock
Tara Brooks, Grapevine
Donna Carney, Tioga
Amanda Cummings, Shallowater
Jesse Elizondo, Burleson
Trista Evans, Pflugerville
Katherine Field, Slaton
Yael Forgey, Azle
Cinda Garner, San Augustine
Rocio Gonzales, Allen
Justin Herter, Texas City
Sereca Huff-Huggins, Van
Shamarie Hull, Collinsville
Rhomari Jackson, Texas City
Jamee Long, Annetta
SueAnn Lopez, Midland
Susana Marin, Mansfield
Catrina Maxwell, Nassau Bay
Kelly McDonald, Lake Worth
Mindi Parks, Everman
Kathryn Roberson, Kennedale
Heather Robertson-Carraway
Stephanie Schutte, Wake Village
Caryn Stevens, Red Oak
Cynthia Sullivan, Rosenberg
Danyel Swint, Rosenberg
Brenda Tarpley, Jacksboro
Jennifer Vetrano, Kyle
Sally Villarreal, Lake Jackson
Ian Whittenton, College Station
Janie Willman, Glenn Heights
Kasi Wright, Wortham
Stefani Wright, Horseshoe Bay

Upcoming Education & Networking Opportunities

October 10-12 • Fort Worth, Texas

Texas Municipal League Annual Conference • [learn more](#)

October 25 • South Padre Island, Texas

TMCA Annual Business Meeting • [learn more](#)

October 25 • South Padre Island, Texas

TMCA Annual Awards Banquet • [learn more](#)

October 25-26 • South Padre Island, Texas

TMCCP Graduate Institute Seminar: "Growing Your Influence: How To Become More Persuasive, Compelling, and Balanced" • [learn more](#)

November 2 • Wichita Falls, Texas

Red River Chapter's Athenian Dialogue: "Hidden Figures" • [learn more](#)

January 24-25 • Frisco, Texas

TMCCP Election Law Seminar (January 23: Optional Pre-Seminar Session, "Step By Step: Conduct of an Election for Cities Who Hold Their Own Elections" - separate registration) • [registration opens in October](#)

IIMC Bulletins

Congratulations to **Belinda Berg, TRMC**, city secretary, Cedar Hill; **Thelma Gilliam, TRMC**, city secretary, West University Place; **Sharon Harris, TRMC**, deputy city secretary, La Porte; **Kristi Morrow**, assistant city secretary, Frisco; and **Ivy Peterson, TRMC**, deputy city secretary, Cleburne, on receiving the **Certified Municipal Clerk** designation from the International Institute of Municipal Clerks (IIMC). To earn the CMC designation, a municipal clerk must attend extensive education programs often totaling more than 120 educational hours. The CMC designation also requires pertinent experience in a municipality.

And congratulations to **Jannette Goodall, TRMC**, city clerk/records manager, Austin, on receiving the **Master Municipal Clerk** designation from IIMC. To qualify for the MMC designation, one must first earn the Certified Municipal Clerk designation as well as attend extensive advanced education programs and make significant professional contributions to the community and municipality in which they serve.

Congratulations to **Ellie Monteaux, TRMC**, city secretary and assistant city manager, Livingston, on her acceptance as an **IIMC Athenian Fellow**! She will be recognized by IIMC at the 2019 Annual Conference in Birmingham, Alabama.

TMCA CHAPTER NEWS

Alamo Chapter

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

The Alamo Chapter met on June 27, hosted by the City of Alamo Heights at City Hall.

Alamo Chapter Members unanimously voted in favor of the following: to reduce the scholarship awards from \$900 to \$700, and provide two awards at \$350; to eliminate the fundraiser expenses from \$800 to \$0; and to reduce the miscellaneous expenses from \$375 to \$90 to provide a balanced budget.

Our guest speaker was City of Leon Valley Police Chief Joseph Salvaggio, who gave a presentation on “Coping with Activists.”

The Scholarship/Fundraiser Committee (Jennifer Reyna, Alamo Heights; Grace Tamez-Young, (retiree); Kristen Mueller, Universal City; and Minnie Gonzales, Castle Hills) proposed the creation of a TMCA Alamo Chapter Fiesta Medal. This will be discussed further at a future chapter meeting.

Fair Oaks Ranch Assistant City Administrator Carole Vanzant, TRMC, announced that the City of Fair Oaks Ranch would be hosting a “Record Management Seminar” in August. All were invited to attend.



Members present at the June meeting: President Sandra Passailaigue, Leon Valley; Debby Goza, Live Oak; Vice President Jennifer Reyna, Alamo Heights; Peggy Cimics, Cibolo; Amanda Valdez, Cibolo; Patty Cox, Kirby; Diane Gonzales, Olmos Park; Grace Tamez-Young, Retiree; Carole Vanzant, Fair Oaks Ranch; Leticia Saenz, San Antonio. Guests: Police Chief Joseph Salvaggio, Leon Valley; Captain Ruben Saucedo, Leon Valley; Sgt. David Anderson, Leon Valley; Police Chief Rick Pruitt, Alamo Heights; Lt. Cindy Pruitt, Alamo Heights; Assistant to the City Manager Marian Mendoza, Alamo Heights; Human Resources Manager Lori Harris, Alamo Heights; and Police Assistant Kyndra Munoz, Olmos Park.

ALAMO CHAPTER

Our next regular meeting was scheduled to be hosted in the City of Devine on August 22 at the Devine City Community Center. Lisa Pinto, Vice President, Public Relations and Corporate Communications for SWBC, is our scheduled guest speaker. She will be speaking on “How to Handle the Media and 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 TMCA 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 June 14 in Brownwood at Underwood's Cafeteria. Lunch was provided by Margaret Somereve, Administrative Director for Texas Coalition for Affordable Power (TCAP). Guests were welcomed by Christi Wynn, TRMC, city secretary, Brownwood, and invocation was given by Scotty Crawford.

Scotty Crawford, pastor of Brownwood Community Church, led a very interesting and thought-provoking discussion on leadership. He spoke about how leadership is not about your title, but about being able to inspire others to do what they wouldn't otherwise do. He said that leaders must show courage, consistency, and adhere to their values no matter the outcome.

The Bluebonnet Chapter meets quarterly on the second Wednesday of the month at noon. The remaining meeting dates for 2018 are September 12 in Dublin and December 12 in Stephenville. Everyone is welcome to join us for lunch and fellowship! We would love for you to be a part of our chapter!



From left to right, back row: Linda Knight, City Secretary (retired), Breckenridge; Nan Billings, City Secretary, Bangs; Kim Bryant, City Secretary, Stamford; Rhonda Williams, City Secretary, Dublin; Ryan Polster, City Secretary, Hamilton; Shirley Stuart, City Secretary, Eastland; Rose Soliz, City Secretary, Hamlin; Brenda Kilgo, City Secretary, Early; and Tina Aldape, Administrative Clerk, Hamlin.

Front row: Christi Wynn, TRMC, City Secretary, Brownwood; Staci King, TRMC, City Secretary, Stephenville; Diane Latham, Deputy City Secretary, Breckenridge; and Rexine Davis, City Secretary, Hawley.

TMCA CHAPTER NEWS

Central Texas Chapter

By Chapter Secretary **Liz Caraway**

Assistant City Secretary, Waco

The Central Texas Chapter held a quarterly meeting on June 27 hosted by the City of Woodway at the Carleen Bright Arboretum, catered by Olive Garden. Beautiful patina metal bird houses were provided to each guest, along with reusable tote bags full of office supply goodies. The meeting was called to order, and Woodway Interim City Manager John Hatchell welcomed the chapter.

Nolan Schaffer was the guest speaker. Detective Schaffer captivated the audience with his tale of serving and working with task forces from various agencies.

Business of the Central Texas Chapter was conducted which included selecting the Chapter Clerk of the Year, chapter bylaw changes, and a round table discussion of ways to enhance the quarterly meetings to better serve chapter members. The meeting ended with a “What’s Happening in Your City” blurb from attendees.

The September meeting will be hosted by the City of Morgan’s Point Resort and the annual Chapter Christmas Party will take place in December. Everyone is invited to



Members at the June meeting. Back row, left to right: Christi Shivers (Mexia), Althea Wall (Morgan’s Point Resort), Donna Barkley (Woodway) Amber Fuller (Hubbard), Lydia Lopez (Hewitt), Amy Casey (Belton), Liz Caraway (Waco). Front row: Roshuna Wiley (Mexia), Michelle Hicks (Lacy Lakeview), Jana Lewellen, (Robinson), Michelle Garcia (Belton), Wanda Brooks (Bellmead).

CENTRAL TEXAS CHAPTER

attend any of our chapter meetings. Contact President Michelle Hicks, TRMC, city secretary, Lacy Lakeview, at michelle.hicks@lacylakeview.org for more information.

Those present at the June meeting:

President Michelle Hicks, TRMC, city secretary, Lacy Lakeview

Donna Barkley, TRMC, city secretary, Woodway

Wanda Brooks, deputy city secretary, Bellmead

Liz Caraway, assistant city secretary, Waco

Amy Casey, TMRC, city clerk, Belton

Amber Fuller, TRMC, city secretary, Hubbard

Michelle Garcia, executive administrative assistant to the city manager, Belton

Jana Lewellen, TRMC, city secretary, Robinson

Lydia Lopez, TRMC, city secretary, Hewitt

Christi Shivers, TRMC, city secretary, Mexia

Althea Wall, city secretary, Morgan's Point Resort

Roshuna Wiley, deputy city secretary, Mexia

TMCA CHAPTER NEWS

Coastal Bend Chapter

By Chapter Secretary **Cathy Duhart, TRMC**

City Secretary, Sinton

Greetings from the Coastal Bend Chapter! This quarter, our chapter held a meeting in Corpus Christi on July 26.

We enjoyed a delicious meal at Small Planet Delicatessen & Bakery. Our newly installed President Mary Valenzuela, City Secretary-Kingsville, called the meeting to order and everyone introduced themselves to the new members. Mrs. Valenzuela asked that if we have ideas or things or areas of interest we are dealing with in our cities, to please let her know so they can be discussed at future meetings.

During our business meeting, we discussed nominating a chapter member for the 2018 Clerk of the Year for the Coastal Bend Chapter. The chapter chose to nominate our new president, Mary Valenzuela, TRMC, city secretary, Kingsville, for that honor. She is also our submitted nomination for the TMCA Texas Municipal Clerk of the Year for 2018.

Pictured at right, From left to right: Kandi West, City Secretary/Administrator, Goliad; Gabby Hernandez, City Secretary/Asst. City Manager, Beeville; Cathy Duhart, City Secretary, Sinton; Beatriz Charo, Asst. City Secretary, Robstown; Ruby Beaven, Assistant City Secretary, Rockport; Mary Gonzales, City Secretary, Mathis; Teresa Valdez, City Secretary, Rockport; Mary Valenzuela, City Secretary, Kingsville; and Rebecca Huerta, City Secretary, Corpus Christi.



COASTAL BEND CHAPTER

New appointments were made to the Scholarship Committee, Nominating Committee, and the Bylaws Committee.

TMCA Board Report was given by Teresa Valdez, TRMC, city secretary, Rockport, who serves as trustee on the TMCA Executive Board. She encouraged us all to continue to participate in the Texas Municipal Clerks Certification Program and to serve on the many boards that are part of TMCA. We truly enjoyed the updates and information she had to share with us.

We are really excited about the TMCCP Graduate Institute coming to Corpus Christi in 2020, and have already started discussing ideas and making plans to get ready for this grand event!

Our next meeting will be in Rockport in September and we are looking forward to that being hosted by Rockport City Secretary Teresa Valdez, TRMC, and Assistant City Secretary Ruby Beaven, TRMC.

We enjoyed seeing each other, and sharing our thankfulness that after Hurricane Harvey. Our cities are still on the mend, and day by day we are getting closer to what it once was. We are counting our blessings that we are still here and able to continue doing what we love in our cities.

Anyone interested in joining the Coastal Bend Chapter, or for general inquiries, contact Chapter Secretary Cathy Duhart, city secretary, Sinton, at 361-364-2381 or city1395@sintontexas.org.

Those in attendance at the July meeting were: Mary Valenzuela, City Secretary, City of Kingsville; Irma Parker, City Secretary, City of Port Aransas; Teresa Valdez, City Secretary, City of Rockport; Ruby Beaven, Assistant City Secretary, City of Rockport; Cathy Duhart, City Secretary, City of Sinton; Gabriela Hernandez, City Secretary/Asst. City Manager, City of Beeville; Beatriz Charo, Asst. City Secretary, City of Robstown; Mary Gonzales, City Secretary, City of Mathis; Rebecca Huerta, City Secretary, City of Corpus; Kandi Hubert, City Secretary/Administrator, City of Goliad.

TMCA CHAPTER NEWS

Hill Country Chapter

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

The Hill Country Chapter met in June, at the Altdorf Biergarten in Fredericksburg for our bi-monthly meeting and enjoyed a beautiful day on the patio. Mother Nature hadn't turned the heat up yet!

Shelley Britton, city secretary, Fredericksburg, announced her impending retirement to the group. Shelley started as the assistant city clerk from 1985-1991 and was named city secretary in 1991. Shelley and her family will be moving to the beautiful hills of Missouri and enjoying the serenity of country living. Shelley's last day will be September 30. Join us in wishing Shelley the best and thanking her for her 33 years of dedicated service to our profession.

Brenda Craig, TRMC, city secretary, Kerrville, also announced her retirement effective August 17. Brenda worked for the city of Kerrville for 37 years and 10 months. She started working in the library for six months in 1967-68 and during summers in high school. In April 1981 she moved to the fire department, then to planning and engineering, the city manager's office, deputy city secretary, and was then promoted to city secretary in March 2003. Brenda has worked for 10 city managers and served for 63 councilmembers. Brenda received her TRMC certification in 1996 and has recertified four times; she will certify one more time in 2020. Brenda also served on the following TMCA committees: Historian, Retirement, Audit,



Chapter members at the June meeting, from left to right: Margie Rivera (Fredericksburg), Kelly Dix (Burnet), Shelley Britton (Fredericksburg), Toni Milam (Llano), Brenda Craig (Kerrville), Keri Craig (Horseshoe Bay).

HILL COUNTRY CHAPTER

and Scholarship. She was nominated for the TMCA Texas Municipal Clerk of the Year Award in 2014.

These ladies have both been very active with the Hill Country Chapter, serving in different capacities on the chapter board, sharing their knowledge with their peers and always being wonderful examples of a Texas municipal clerk. Shelley and Brenda, you both will be missed immensely and we wish you both the absolute best and all the enjoyment possible for your future!

Current business discussed included nominations for chapter board

positions that were to be voted on at our August meeting, round table updates from each of the cities present, upcoming training events, and scholarship availability.

Our group looked forward to our August 16 meeting, as TMCA President Marie Balthorp would be joining us at Andy's Diner in Fredericksburg for our bi-monthly meeting.

To join the Hill Country Chapter, please contact President Toni Milam, city secretary, Llano, at tmilam@cityofllano.com.

TMCA CHAPTER NEWS

Lone Star Chapter

By Chapter President **Shelley George, TRMC**

City Secretary, Allen

The June 6 meeting of the Lone Star Chapter was hosted by the City of The Colony at the Hard 8 BBQ. Our program featured Karen Adkins, CEM, Emergency Manager, McKinney Fire, Office of Emergency Management. Ms. Adkins shared her expertise in establishing an Emergency Operations Plan for the City Secretary's Office. At this meeting, the membership recognized two outstanding city secretaries for their service to the chapter.

Royse City City Secretary Deborah Sorensen, TRMC, was named LSC Municipal Clerk of the Year and nominee for TMCA Texas Municipal Clerk of the Year. She has been a member of the Lone Star Chapter since 2008 and a member of TMCA since 2008. She has been an active member of the LSC, serving on the chapter's Budget and Scholarship Committees and coordinating several Athenian Dialogues. She is a strong supporter of the chapter, and serves as our current historian; she served as treasurer from 2017-18. As the treasurer she streamlined processes and made the financial statements easier to read.

Garland City Secretary René Dowl, TRMC, was named LSC Member of the Year. Rene joined the LSC in 2015 shortly after being named city secretary for the City of Garland. During the past three years, René has not only been an active member, but did so while earning



Lone Star Chapter members at their June meeting in The Colony.

LONE STAR CHAPTER

her TRMC in two of those years. She has hosted several chapter meetings including the 2017 “Records Management Workday.” René has served on multiple committees, and currently serves as president-elect for our chapter. In her position, she has scheduled amazing programs for our members at each meeting.

Please join us as a member or guest at one of our upcoming chapter meetings on Tuesday, September 11, in Garland; on Wednesday, October 3, in Pilot Point, and on Wednesday, December 5, in Wylie for our annual holiday party. Visit www.tmcalonestarchapter.com to learn more about the Lone Star Chapter. Please be sure to follow us on Facebook at TMCA Lone Star Chapter.

At top right: LSC Member of the Year René Dowl, TRMC (left), city secretary, Garland, with Susie Quinn, TRMC, city secretary, Murphy.

Near right: LSC Municipal Clerk of the Year and nominee for TMCA Texas Municipal Clerk of the Year Deborah Sorensen, TRMC (right), city secretary, Royse City, with Susie Quinn, TRMC.



LONE STAR CHAPTER



At left: The Lone Star Chapter at its September meeting. At this meeting, the chapter installed its new board members (*pictured above*): President René Dowl, TRMC, city secretary, Garland; President Elect Kristi Morrow, TRMC, assistant city secretary, Frisco; Treasurer Susie Quinn, TRMC, city secretary, Murphy; Secretary Deborah Sorensen, TRMC, city secretary, Royse City; Historian Mayra Sullivan, TRMC, deputy city secretary, The Colony; and Immediate Past President Shelley George, TRMC, city secretary, Allen.

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 July 18 in the City of Harlingen. We had the honor of recognizing Ms. Lupita Passement, city secretary, San Benito who is retiring after 40 years of service. The LRGV Chapter wishes Ms. Lupita the best in her future endeavors and a happy retirement.

The chapter also met on May 16 at Port Isabel Visitor & Cultural Center. Our meeting topic was “Cyber Security,” presented by Mr. Art Rodriguez of RGV Geeks. Mr. Rodriguez is an IT specialist who provides consultation support to small businesses. He talked about cyber security issues, to include breach of companies and stolen personal information of people.

Business commenced after the speaker’s presentation. Discussion ensued to nominate a clerk from our chapter as “Municipal Clerk of the Year”; an application was to be submitted to TMCCP. We also discussed the success of the “Records Management” training held in March. Our chapter raised \$2,400 from the training registration cost and it was very well attended.



Retiring San Benito City Secretary Lupita Passement was recognized at the July chapter meeting, and celebrated for her 40 years of service to her city. *Lower left photo:* A plaque was presented to Lupita by the chapter. *At right:* Arcie Felix, TRMC (left), city secretary, Mercedes, and Amanda Elizondo, TRMC (right), city secretary, Harlingen with Lupita.

LOWER RIO GRANDE VALLEY CHAPTER

Our chapter assisted at the TML Region 12 Educational Training Workshop at South Padre Island on May 10. The City of McAllen hosted the training with educational topics such as leadership, public finance, media relations, and ethics.

Also, in honor of Municipal Clerks Week, Pharr City Clerk Hilda Pedraza wrote an article on McAllen City Secretary Perla Lara expressing her admiration and respect for her and for all city secretaries and municipal clerks. We all strive to do an excellent job and continue to assist our elected officials, our fellow co-workers and to be there for each other.

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.

At top right: Norma Facetimes fellow chapter member Yesenia for the chapter's May 16 meeting. *Below right:* The LRGV Chapter members at the May meeting.

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, Town of Rancho Viejo, San Benito, San Juan, South Padre Island, Sullivan City, Weslaco



LOWER RIO GRANDE VALLEY CHAPTER

At top right: LRGV Chapter members at TML Region 12 (Imelda, Ana, Perla, Cindy, Norma, Arcie, and Yesenia).

At lower right: Chapter members at the TML Region 12 registration table (Ana, Perla, & Norma)

Below: The Rio Grande Valley experienced tremendous flooding on June 20–21; all surrounding communities came together to assist and provide support.

Inset: In honor of Municipal Clerks Week, Pharr City Clerk Hilda Pedraza, TRMC, wrote an article on McAllen City Secretary Perla Lara, TRMC, expressing her admiration and respect for her and for all city secretaries and municipal clerks.



TMCA CHAPTER NEWS

North Texas Chapter

By Chapter President **Sheila Morales, TRMC**

Town Secretary, Copper Canyon

Greetings TMCA Members!

For the North Texas Municipal Clerks Association (NTMCA), these last few months have included our annual month off (May, due to elections), our annual awards luncheon, and an educational/business lunch. Many thanks to members who planned and hosted the events; to the committees that met, organized, and completed their objectives needed for the various meetings; and to each of the NTMCA board members who completed their board responsibilities while serving as liaisons to our committees. Because of everyone working together, our events were successful. As the saying goes, "Teamwork divides the task and multiplies the success."

In June NTMCA met in North Richland Hills at The Grand Hall at NRH Centre for our annual Awards Luncheon. During the Awards Luncheon, 3 \$500 Alyce Deering scholarships were awarded, 10 committees* and their 26 committee members were recognized, and NTMCA's nominee for the TMCA Clerk of the Year award was announced.

**(During Fiscal Year 2017-2018, the list of NTMCA Committees included: Audit, Holiday Luncheon, Alyce Deering Scholarship, Professional Seminar, Membership, Technology, Budget, Municipal Clerk of the Year, Nominating Committee, and an Ad Hoc - TMCA August Seminar Social.)*



Alyce Deering Scholarship winners at the NTMCA Awards Luncheon: Traci Henderson (North Richland Hills) and Monica Solko (Lake Worth). (Not pictured: Veronica Lomas [Southlake].)

NORTH TEXAS CHAPTER

Congratulations to Alicia Richardson, TRMC, city secretary, North Richland Hills, as she is the NTMCA nominee for the TMCA Texas Municipal Clerk of the Year Award. Alicia is super committed to NTMCA and has played—and continues to play—a major role in the success of our association.

In July NTMCA met at the Decatur Civic Center for our monthly business luncheon. As a special treat, TMCA President Marie Balthrop, TRMC, city clerk, Wichita Falls, was our special guest. Ms. Balthrop detailed some of what TMCA has completed in the last year: establishing a new scholarship (Sandra Watkins Election Law Seminar Scholarship), raising \$1,800 for clerks that were personally affected by Hurricane Harvey, awarding \$11,000 in scholarships, and establishing a Strategic Plan Review Committee for TMCA. Ms. Balthrop stated that TMCA has helped her grow in so many ways and she encouraged each of us to volunteer at the state level with TMCA.



North Texas Chapter TMCA Municipal Clerk of the Year nominee Alicia Richardson (left) (North Richland Hills) with Aimee Nemer (Richardson).

At right: Attendees at the June meeting. Back row: Diane Cockrell (Decatur), Tina Stewart (The Colony), Aimee Nemer (Richardson), Dianna Buchanan (Haslet), Jennifer Phillips (Irving), Kim Sutter (Euless), Lauri Garber (Carrollton), Amanda Jacobs (Bedford), Lindsay Wells (Euless), Allison Tidwell (Fort Worth), Miriam Sheehan (TMCCP/TMCA), Traci Henderson (North Richland Hills), Robyn Schuster (formerly TMCCP/TMCA). Middle row: Shannon Montgomery (Rhome), Norma Zenk (retired), Susie Hiles (Azle), Yael Forgey (Azle), Jean Dwinell (Coppell), Theresa Scott (Flower Mound), Mary Kayser (Fort Worth), Diane Callahan (retired), Erica McComis (Bridgeport), Michael Wells (Bedford), Alicia Richardson (North Richland Hills), Amy Arnold (White Settlement), Shanae Jennings (Irving), Dr. Amy Holt (TMCCP/TMCA), Ron Gonzales (Fort Worth). Front row: Art Camacho (Haltom City), Monica Solko (Lake Worth), Kristi Gilbert (Argyle), Sheila Morales (Copper Canyon), and Amy Shelley (Southlake).



NORTH TEXAS CHAPTER

The speaker for the luncheon, Tim Marvel, spoke on the topic “Getting You from Here to There: Basic Building Blocks to Make Steady Progress.” Using hands-on exercises, Mr. Marvel encouraged and challenged us in various areas. He encouraged us to check and possibly change our self-talk. According to Mr. Marvel’s brand, “10 Seconds Daily,” he believes that if you change your thoughts, you can change the world. Mr. Marvel also encouraged each of us to plan at least one day each month that provides something to look forward to. He also challenged each of us to set goals and to have an accountability partner to help with accomplishing the goals.

Pictured clockwise from top left: Diane Cockrell (Decatur) and visiting TMCA President Marie Balthrop (Wichita Falls).

At top right: July meeting speaker Tim Marvel.

At near right: Aimee Nemer (Richardson), Marie Balthrop (Wichita Falls), Peggy Burnside (TMCCP/TMCA).

At near left: Kim Sutter (Euless), Aimee Nemer (Richardson), Marie Balthrop (Wichita Falls).



NORTH TEXAS CHAPTER

Education Accomplishments

During the June Texas Municipal Clerks Certification Program seminar, one of our members, Tara Brooks, city secretary, Grapevine, passed a TMCCP exam required for her certification. Way to go, Tara.

Looking Forward

Over the next few months, we have scheduled the following:

September 12 – Business Luncheon, Keller. Guest Speaker: Angie Whitney, “How to Better Understand Emotional Intelligence.”

October 18 – Business Luncheon, Southlake

If you are interested in attending any of these events, guests are welcome. Details can be found on the NTMCA website under the “Meetings” tab: www.ntmca.org.

TMCA CHAPTER NEWS

Northeast Texas Chapter

By Chapter President **Doris Crockett**

City Secretary, Bullard

The quarterly meeting of the Northeast Texas Chapter was held June 8 in Longview at Café Barron's. We had the opportunity to browse Barron's wonderful shop before heading into the café for our meeting and lunch.

It was our privilege to choose Kathy Hoover, TRMC, as the Northeast Texas Chapter "Clerk of the Year" and submit her nomination for the 2018 TMCA Texas Municipal Clerk of the Year. Kathy is the city secretary for the City of Gilmer. She has always been ready to share her knowledge with others in our profession and has served honorably on the Municipal Clerk of the Year Committee in 2015 and as chair of the Retirement Committee in 2016. Her membership in TMCA spans from 2005-2018, and she earned her TRMC Certification in 2012, and recertified in 2017. Kathy has been a worthy representative of our profession and one we feel deserves recognition. She has fought several health battles over a number of years all while serving her city with her beautiful smile. For the last few months she has been fighting her biggest battle. Her battle is over. Today, July 18, while I was preparing to submit this article, Kathy passed away. We are saddened by the news about our beautiful friend. I would ask that fellow TMCA members pray for her family even though you are reading this at a later date.



We are saddened by the loss of Kathy Hoover. The chapter is celebrating her as its 2018 Clerk of the Year, recognizing her long exemplary service as a Texas city secretary.



NORTHEAST TEXAS CHAPTER

A person familiar to many of you was our guest speaker. Our very own member Krystal Hays of Municode spoke to our group regarding “Tools For Our Tool Belt.” Along with codification services, Municode offers online code hosting, codification and supplementation; MuniPRO allows for searching the largest collection of codified law and original ordinances in the country; Self-Publishing to take control of your code and other public books with self-publishing software; creating and hosting government websites; Municode Meeting to automate agenda management process; and electronic payments. She is ready to share these “tools” with all of us.

You might notice a younger person in our pictures. That sweet child is my granddaughter Greer who turned eight on the Fourth of July. She and her brother were staying with us for a week and school had just ended, so it was fun for us to share the day and for her to see what her “Honey” does. She chose as her “treat” a trio of journals at Barron’s and she invited the chapter members to write in her journal. They were very kind to oblige and she was thrilled and cherishes their notes.

Our next chapter meeting was scheduled for August 30 in the City of Canton. We are looking forward to TMCA President Marie Balthrop joining us as our guest speaker, followed by exploring the famous First Monday Trade Days! If you have never been, you will not believe it! 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.



At top: The Northeast Texas Chapter at their June meeting in Longview. Above: Chapter members in the café's shop with Chapter President Doris Crockett's visiting granddaughter, Greer.

TMCA CHAPTER NEWS

Pineywoods Chapter

By Chapter President **Ellie Monteaux, TRMC**

City Secretary and Assistant City Manager, Livingston

Greetings from the Pineywoods Chapter!

The chapter held its quarterly meeting in downtown Lufkin at The Manhattan Italian Restaurant on July 18. Linda Morvant, Texas Municipal League IRP Member Services Manager, was our guest speaker. Linda shared information about the history of the Pool and the resources available to members. When meeting a newly appointed city secretary, Linda encourages them to reach out to the valuable resources and training available from TMCA and their local chapter. We appreciate Linda and her support of municipal clerks throughout Texas.

The April minutes and second quarter 2018 financial report were approved. Chapter President Ellie Monteaux provided information about the Salt Grass Chapter's "Public Information Act" Seminar to be held in Stafford on September 19. She also encouraged members to attend. In addition, she encouraged members to apply for a TMCA seminar registration fee scholarship or seminar travel stipend for the upcoming TMCCP "Records Management" Seminar in Grapevine and the TMCCP Graduate Institute Seminar in South Padre Island as there are still funds available for 2018. We discussed hosting an IIMC Athenian Dialogue in 2019 and steps involved in the planning process.

Our next Pineywoods Chapter meeting will be held Wednesday, October 17 at noon at Lufkin City Hall. Everyone is welcome to attend this meeting. It will be a great time to get together before we are all busy with fall activities and holiday fun. Best wishes from the Pineywoods Chapter!



At the July Pineywoods Chapter meeting, from left to right: Barbara Boyd, City Secretary, Center; Debbie Wells, City Secretary, Lovelady; Mitzi Thompson, City Secretary, Crockett; Linda Morvant, TMLIRP; Ellie Monteaux, City Secretary/Assistant City Manager, Livingston; and Kara Andrepont, City Secretary, Lufkin.



TMCA CHAPTER NEWS

Red River Chapter

By Chapter Vice President/Secretary **Amy Anderson, TRMC**
City Secretary, Lakeside City

Greetings, fellow clerks, from Red River Country!

Hope everyone survived the summer of 2018. Can you say HOT?! As a matter of fact, Wichita Falls was the hottest in the nation at 113° on July 20. Whew!

Our chapter welcomed newcomers Gerri Ayers, city secretary, Holliday, and Carla Walker, city secretary, Jolly. We are so happy to have them on board.

This past quarter has been a busy one with budgets, elections, ushering in new council members, and projects big and small. Everyone in our chapter has been busy, to say the least.

Our round table discussions have been a success especially for our new clerks. Why recreate the wheel, when someone has already gone forward and conquered? Knowledge is power and should be shared.

The chapter will host **our third annual IIMC Athenian Dialogue** on Friday, November 2, in Wichita Falls. The group has chosen *Hidden Figures: The American Dream and the Untold Story of the Black Women Mathematicians Who Helped Win the Space Race* by Margot Lee Shetterly. What a fascinating story! We are all looking forward to discussing this book with TMCA/TMCCP Education Director Dr. Amy Holt, TRMC, and how it relates to our jobs as clerks.

Red River Chapter members:

Amy Anderson, City Secretary, Lakeside City
 Gerri Ayers, City Secretary, Holliday
 Tracy Bankston-Smith, Admin. Asst., Lakeside City
 Marie Balthrop, City Clerk, Wichita Falls
 Christy Bradshaw, City Secretary, Vernon
 Sherri Davis, City Secretary, Saint Jo
 Revell Hardison, City Secretary, Nocona
 Frank Hefner, City Secretary, Bryson
 Kim Hemmi, City Secretary, Scotland
 Tim Houston, City Secretary, Olney
 Tracey Lowe, City Secretary, Electra
 Sharon McFadden, City Secretary, Graham
 Cathy Mills, City Secretary, Henrietta
 Holly Moss, City Secretary, Megargel
 Janice Newman, City Secretary, Iowa Park
 Sandy Page, City Secretary, Bowie
 Brenda Riggs, City Secretary, Quanah
 Pam Sereika, City Secretary, Alvord
 Janelle Stahr, City Clerk, Burkburnett
 Marsha Jo Stone, City Secretary, Chillicothe
 Brenda Tarpley, City Secretary, Jacksboro
 Conchita Torrez, City Secretary, Seymour
 Carla Walker, City Secretary, Jolly
 Kia Weathersby, Deputy City Clerk, Wichita Falls
 Kim Whitsitt, City Secretary, Archer City

RED RIVER CHAPTER

Our next meeting will be held September 19 at Johnny Carino's. Everyone is invited to attend any of our chapter meetings. You will be welcomed with a smile, a hug, and possibly put to work.

For more information about the chapter, please contact Janelle Stahr, TRMC, city clerk, Burkburnett, at jstahr@burkburnett.org.



TMCA CHAPTER NEWS

Salt Grass Chapter

By Chapter Secretary **Roxanne Benitez, TRMC**

City Secretary, Spring Valley Village

Salt Grass Summer

Every year, the chapter goes on a hiatus for the months of May, June, and July. The chapter was back in action on August 15 and met in Spring Valley Village. The presentation given was a training session regarding drafting ordinances and resolutions and presented by Julie M. Robinson, the city administrator for Spring Valley Village.

Salt Grass Member TRMC Certification Accomplishments

Congratulations to Rosenberg City Secretary Danyel Swint and Assistant City Secretary Cynthia Sullivan for passing TMCCP exams on June 13 in Amarillo! They are both one step closer to receiving their TRMC certification!

Upcoming Events

The Salt Grass Chapter's 17th Annual "Public Information Act" Seminar will be held on September 19 from 8:00 a.m. to 2:30 p.m., at the Stafford Centre in Stafford. There will be educational sessions in regards to the basics of the Public Information Act, processing general public information requests, personnel record exceptions, managing municipal court records requests and Rule 12, as well as a Q&A session. This one-day



Congratulations to Rosenberg City Secretary Danyel Swint (left) and Assistant City Secretary Cynthia Sullivan for passing TMCCP exams on June 13 in Amarillo.

SALT GRASS CHAPTER

seminar is beneficial for all employees from various departments that process these types of requests. For additional information please contact Tomika Lewis, TRMC, city secretary, Stafford, at 281-261-3902 or tlewis@staffordtx.gov.

Our October meeting will be hosted by Hunter’s Creek Village. The presentation will be “Ethics” by Olson & Olson.

Invitation

Salt Grass Chapter meetings are normally held on the second Wednesday of the month, January through April and August through December—our meetings are open to anyone and we welcome all visitors. Join us!

Salt Grass Chapter Snaps & Selfies

Salt Grass Isn’t Just For Trail Riders: We Know How To Have Fun, Too!



Clockwise from top left: Cleveland City Secretary/HR Manager Angela Smith taking a selfie with our beautiful State Capitol in the background. Angela Smith with Mickey Mouse at the Houston Astros game: Go `Stros! Salt Grass Chapter President Marisela Garcia, TRMC, deputy city secretary, Webster, and her family at Lone Star Jellystone Park. Karen Vannerson taking a selfie with everyone’s favorite beaver, Buc-ee! Hunters Creek Village City Secretary Crystal Dozier, TRMC, with her husband in Lynchburg, Tennessee. Karen Vannerson at a golf tournament seen here with the Mayors of Missouri City, Sugar Land, and Spring Valley Village. Love these photos and want to see more? Check us out on Facebook!

TMCA CHAPTER NEWS

West Texas Chapter

By Chapter Historian **Diana Franco**

City Secretary, Kermit

The West Texas Chapter held their quarterly meeting on May 9 at Café at the Gardens Allredge in Midland, hosted by the City of Rankin. Chapter President Norma Grimaldo welcomed all chapter members as introductions were done.

We had a total of seven members from four different cities attend. Chapter President Norma Grimaldo went over finance reports, minutes from the previous meeting, and agenda items. Our guest speaker was Lawana Lambert, Downtown Director of Odessa; she spoke about “Leadership.”

In other matters of business, Norma Grimaldo, TRMC, city secretary, Odessa, was nominated by the chapter as TMCA Texas Municipal Clerk of the Year.

Our next meeting has been set for September 20, which will be hosted by the City of Midland.



TMCA CHAPTER NEWS

Yellow Rose Chapter

By Chapter President **Lori Cartwright, TRMC**

City Secretary, Waxahachie

The Yellow Rose Chapter convened their meeting on June 7 at the Lancaster Recreation Center. Mayor Marcus E. Knight welcomed the members and gave the invocation. Lancaster City Manager Opal Mauldin-Jones thanked members for their attendance and recognized the importance of city secretaries and their staff.

Guest Speakers Delajer Walker, Interim Emergency Communications and Emergency Management Superintendent, and Tonya Hunter, Emergency Management Operations Coordinator, presented a video explaining the importance of being prepared in an emergency or disaster and recommended city secretaries contact the emergency management coordinator for their city and familiarize themselves with the plan for their city.

The chapter continues to work diligently on the TMCA booth giveaways for the 2018 TML Conference, and chose three items to forward to the TMCA board for consideration. To participate as a volunteer at the TML booth, please contact the TMCA Booth Chair, Lori Cartwright, at 469-309-4005 or lcartwright@waxahachie.com.

Ms. Cathy DiMaggio, the chapter's Clerk of the Year Committee

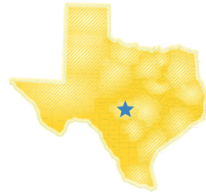


YELLOW ROSE CHAPTER

Chair, announced the 2018 Yellow Rose Clerk of the Year was President Lori Cartwright. President Cartwright was presented a personalized, engraved vase and yellow roses. Ms. DiMaggio thanked Ms. Cartwright for her leadership as our chapter president. Ms. Cartwright thanked the members for their support.

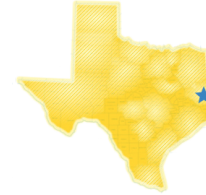
Please contact Chapter President Lori Cartwright, TRMC, city secretary, Waxahachie, at lcartwright@waxahachie.com if you would like to join or would like more information pertaining to the TMCA Yellow Rose Chapter.

TMCA Chapters



HILL COUNTRY CHAPTER

Toni Milam, TRMC, President
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
210-684-1391
s.pass@leonvalleytexas.gov



LONE STAR CHAPTER

René Dowl, TRMC, President
City Secretary, Garland
972-205-2404
rdowl@garlandtx.gov
tmcalonestarchapter.com



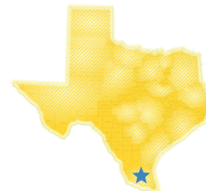
RED RIVER CHAPTER

Janelle Stahr, TRMC, President
City Clerk, Burkburnett
940-569-2263
jstahr@burkburnett.org



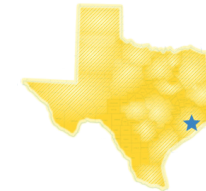
BLUEBONNET CHAPTER

Christi Wynn, TRMC, President
City Secretary, Brownwood
325-646-5775
cwynn@brownwoodtexas.gov



LOWER RIO GRANDE VALLEY CHAPTER

Ana M. Valdez, TRMC, President
City Secretary, Penitas
956-581-3345
citysecretary@cityofpenitas.com
www.facebook.com/lrgvsecretaries



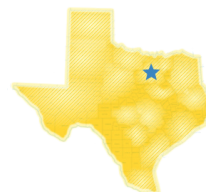
SALT GRASS CHAPTER

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



CAPITAL CHAPTER

Jeana Bellinger, TRMC, President
City Secretary, Brenham
979-337-7567
jbelling@cityofbrenham.org



NORTH TEXAS CHAPTER

Sheila Morales, TRMC, President
Town Secretary, Copper Canyon
940-241-2677
smorales@coppercanyontx.com
ntmca.org



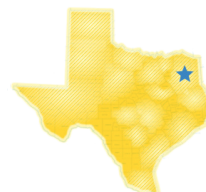
SOUTH PLAINS CHAPTER

Sharon Trumble, TRMC, President
City Secretary, New Deal
806-746-6399
cnewdeal@sbcglobal.net



CENTRAL TEXAS CHAPTER

Michelle Hicks, TRMC, President
City Secretary, Lacy Lakeview
254-799-2458
michelle.hicks@lacylakeview.org



NORTHEAST TEXAS CHAPTER

Doris Crockett, President
City Secretary, Bullard
903-894-7223
citysecretary@bullardtexas.net



WEST TEXAS CHAPTER

Norma Grimaldo, TRMC, President
City Secretary, Odessa
432-335-3276
ngrimaldo@odessa-tx.gov



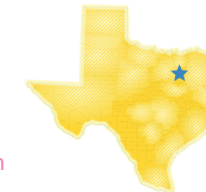
COASTAL BEND CHAPTER

Mary Valenzuela, TRMC, President
City Secretary, Kingsville
361-595-8002
mvalenzuela@cityofkingsville.com



PANHANDLE CHAPTER

Kimberly Sloat, TRMC, President
City Secretary, Canadian
806-323-6473
citysecretary@cityofcanadiantexas.com



YELLOW ROSE CHAPTER

Lori Cartwright, TRMC, President
City Secretary, Waxahachie
469-309-4005
lcartwright@waxahachie.com
yellowrosetmca.com

2018 TMCA Executive Board & Committees

Exec. Board

<p>President Marie Balthrop City Clerk, Wichita Falls 940-761-7410 marie.balthrop@wichitafallstx.gov</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@cityofallen.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 Campos City Secretary, Burleson 817-426-9661 acampos@burlesontx.com</p>	<p>Trustee Cara McPartland City Secretary, Salado 254-947-5060 cmcpartland@saladotx.gov</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, Wichita Falls, 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, Wichita Falls
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
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, Mansfield, Chair
Cathy DiMaggio, Grand Prairie
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
 City Secretary, Flatonia
 PO Box 329, Flatonia, TX 78941
 361-865-3548, mbrunner@ci.flatonia.tx.us

Gretchen Mercer
 City Secretary, Canyon
 301 16th St, TX 79015
 806-655-5000, gmercer@canyontx.com

Ellie Monteaux
 City Secretary, Livingston
 200 W. Church St., Livingston, TX 77351
 936-327-4311, citysecretary@livingston.net

Irma Parker
 City Secretary, Addison
 5300 Belt Line Rd, TX 75240
 972-450-7017, iparker@addisontx.gov

Alicia Richardson
 City Secretary, North Richland Hills
 PO Box 820609, North Richland Hills, TX 76182
 817-427-6061, aricharson@nrhtx.com

Peggy Burnside
 Administrative Director, TMCA/TMCCP
 1155 Union Cir #305067, Denton, TX 76203
 940-565-3488, peggy.burnside@unt.edu

Dr. Amy Holt
 Education Director, TMCA/TMCCP
 1155 Union Cir #305067, Denton, TX 76203
 940-565-3488, amy.holt@unt.edu

EX-OFFICIO MEMBERS: *Marie Balthrop, TMCA President; Kim Sutter, TMCA Pres. Elect; and Lydia Lopez, Immediate Past President*