



TMCA NEWS

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President's Message

As you read this article, my year as president of TMCA, Inc., will be coming to a close. The year has passed by quickly, and I have enjoyed every minute of it. I have met with all seventeen local chapters and travelled as far north as Amarillo, as far south as McAllen, as far east as Huntington, as far west as Odessa, and to many places in between. I have become aware that as much as we are all alike, we are also different. While we are all municipal clerks, we are a diverse group of individuals who serve our cities and communities in whatever capacity is needed. We step up as appointed officials of our cities, as professionals, to serve.



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TMCA President
LeAnn Gallman, TRMC
City Secretary, Muleshoe

PRESIDENT'S MESSAGE

As I reflect on my presidential year and think about what an honor it has been to serve you, I am reminded that though much has been accomplished there is still work to be done. Our profession is ever-changing, and it is important for us to change as well. The public places great trust in the office of the municipal clerk, and we should never become complacent or take any of that for granted. We should have a burning desire inside each of us to serve the public who has placed so much trust in us.

In 1934 the eminent political scientist, Professor William Bennett Munro, writing in one of the first text books on municipal administration about the municipal clerk's office stated: "No other office in municipal service has so many contracts. It serves the mayor, the city council, the city manager (when there is one), and all administrative departments without exception. All of them call upon it, almost daily, for some service or information. Its work is not spectacular, but it demands versatility, alertness, accuracy, and no end of patience. The public does not realize how many loose ends of city administration this office pulls together."

Each quarter I have ended my newsletter article telling you to "be optimistic... we are creating the future." This summer my deputy city secretary, Zanea Carpenter, and her family visited South Dakota and viewed the Crazy Horse monument. The work on this



Photo by Paul Traves, f16photo.com

2012 TMCA President **LeAnn Gallman, TRMC**, city secretary, Muleshoe, is presented a plaque of appreciation at the TMCA banquet by **Norma Grimaldo, TRMC**, city secretary, Odessa, on behalf of the membership.

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Send articles to: alexandra.burke@unt.edu

PRESIDENT'S MESSAGE

monument began in 1948. The monument, when completed, will be a three-dimensional sculpture of the Indian Chief Crazy Horse sitting on a charging steed and will be the largest sculpture in the world. Today the monument is still being sculpted. The work was started by a sculptor named Korczak Ziolkowski who died thirty four years after starting work on the statue. He knew he would never see the completion of his work, but that was no reason to stop. Before his death, he was asked if he was disappointed to not see the monument completed. His answer was, "No, you only have to live long enough to inspire others to do great things."

In much the same way, we will probably never know the extent of the impact we have on the cities and citizens we serve, but we do know that what we do today is important to the future of our communities. The city officials who came before us started the work, we are making our contributions, and at some point, others will come after us to continue the work.

Our time is now. We have an awesome responsibility to make a difference. No, our work is not spectacular, but it is important. And the task will not be completed in our lifetime. It is essential for us to stay inspired; to live intentionally; and to serve passionately with the burning desire of public service. Serve gladly, appreciating the opportunity to make a difference in the lives of your citizens.

For the new clerks coming in, you are in for an awesome ride. The things you will learn will blow you away! You have such a wonderful opportunity to grow in this profession. Not only are there the job duties to learn that are listed in your job description, but there are things like ethics, professionalism, integrity, dedication, and passion that come with this profession that will go with you through the rest of your life.

For those of us who have been in the profession for a while, we need to get excited again about what we do. We have the greatest job in the world and we need to show that not only to each other but to the citizens we serve.

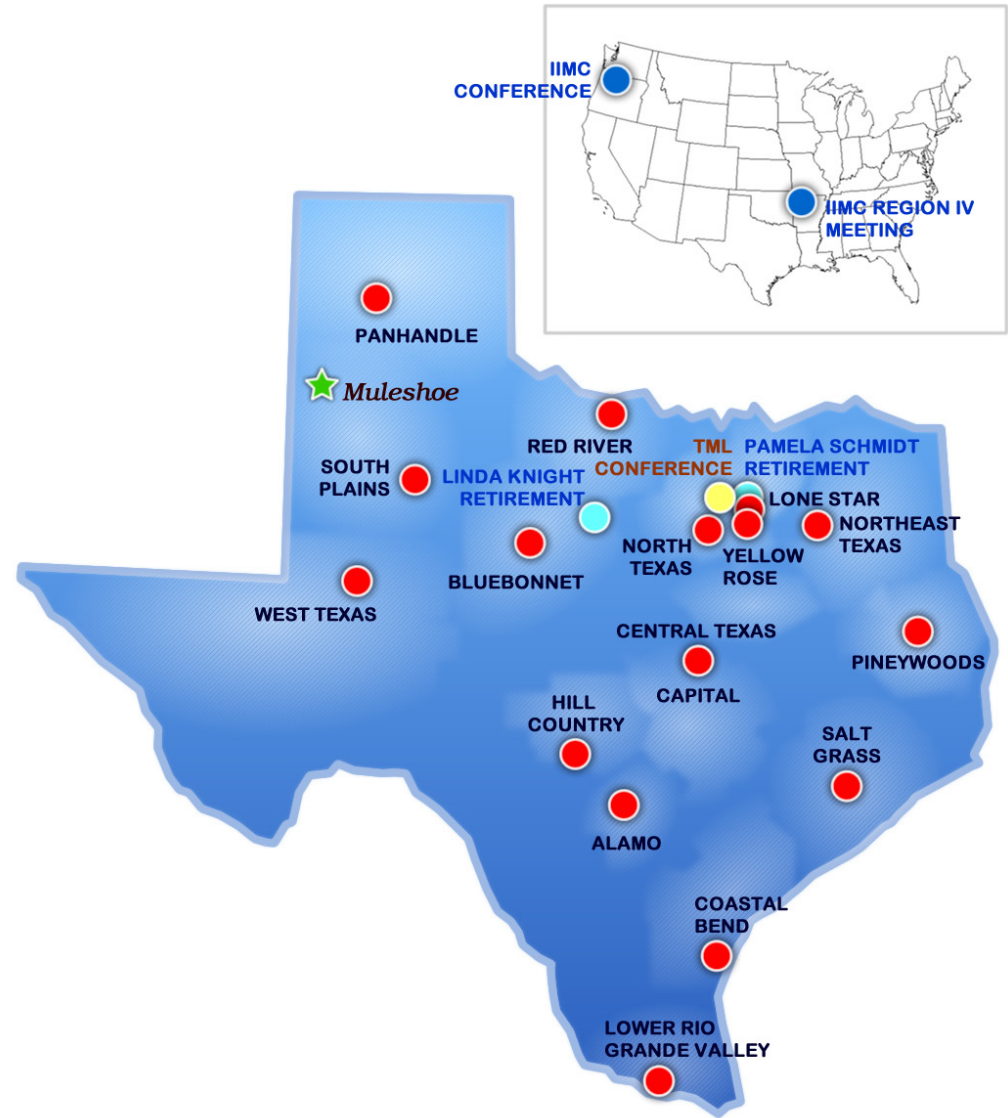
It has indeed been an honor, a privilege, and my pleasure to serve as your 2012 TMCA president. The memories are priceless, and I thank each of you for that. I'm excited about 2013 and the opportunities that we will have to serve. Thank you for your contributions to your cities and to TMCA, Inc., and as always: *Be optimistic... we are creating the future!*

LeAnn Gallman, TRMC
2012 TMCA President
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President's Travels

In her capacity as 2012 TMCA president, **LeAnn Gallman, TRMC**, traveled extensively this year from her West Texas home city of Muleshoe. In addition to traveling to **TMCA Executive Board meetings** and **TMCCP seminars**, LeAnn coordinated visits with all 17 of the **TMCA chapters**; represented us at the **2012 IIMC Conference** in Portland, Oregon; attended the **retirement receptions** of retiring board member Linda Knight, TRMC, city secretary, Breckenridge, and 2010 TMCA president Pamela Schmidt, TRMC, city secretary, Richardson; made the introductions at the "Women in Government" breakfast that TMCA sponsored at the annual **TML Conference**; and attended the **IIMC Region IV meeting** in Rogers, Arkansas. *Thank you, President Gallman!*

- February 18, Amarillo: **Panhandle Chapter**
- April 18, Midland: **West Texas Chapter**
- April 27, Richardson: **Pamela Schmidt, TRMC, Retirement Reception**
- May 20-24, Portland, Oregon: **IIMC Conference**
- June 14, Aransas Pass: **Coastal Bend Chapter**
- June 20, Kerrville: **Hill Country Chapter**
- July 20, Salado: **The Central Texas Chapter & the Capital Chapter's Annual Salado Seminar**
- July 30, Breckenridge: **Linda Knight, TRMC, Retirement Reception**
- August 15, Burleson: **North Texas Chapter**
- August 22, San Antonio: **Alamo Chapter**
- September 15, Abilene: **Bluebonnet Chapter**
- September 27, Lancaster: **Yellow Rose Chapter**
- September 28, Canton: **Northeast Texas Chapter**
- October 3, Plano: **Lone Star Chapter**
- October 10, McAllen: **Lower Rio Grande Valley Chapter**
- October 24, Huntington: **Pineywoods Chapter**
- November 13-16, Grapevine: **TML Conference**
- December 5, Missouri City: **Salt Grass Chapter**
- December 6-8, Rogers, Arkansas: **IIMC Region IV Meeting**
- December 12, Wichita Falls: **Red River Chapter**
- December 19, Post: **South Plains Chapter**



IIMC Conference



Lone Star Chapter



Hill Country Chapter



Coastal Bend Chapter

TMCA/TMCCP Education Director Transition

Dr. Joyce Snay retires after 20 years of service; Dr. Amy Holt welcomed as new Education Director

After 20 years of service, **Dr. Joyce Snay** will be retiring as TMCA/TMCCP Education Director on January 31, 2013.

Dr. Snay's deep devotion and love for the professional development of Texas municipal clerks is obvious to all those who have known her and had the pleasure of working with her over the last 20 years. She has put in countless hours grading homework and tests; engaging with enrollees; developing program curriculum to keep it current with ever-changing legislation and business practices; and protecting the integrity of the Certification Program. Dr. Snay was an excellent mentor to TMCCP enrollees, from the new enrollee who might be uncertain of his or her ability to complete college level courses after being out of school for years, to the more seasoned Texas clerk who pursued multiple recertifications. During Dr. Snay's tenure, 461 municipal clerks have attained the coveted Texas Registered Municipal Clerk designation.

Recognized for her leadership, Dr. Snay was honored with the International Institute Director's Award of Excellence from the International Institute of Municipal Clerks in 2000, and in 2008, the TMCA Executive Board established the "Dr. Joyce Snay Scholarship" in her honor.

Dr. Snay will be the keynote speaker at the graduation luncheon during the **TMCCP Election Law Seminar** in Irving on January 17. Please join us in honoring and thanking her for her unselfish commitment to the municipal clerks and secretaries of Texas.



Dr. Joyce Snay



Dr. Amy Holt

It is with great pleasure that we introduce **Dr. Amy Holt**, who has been hired as Education Director for the Texas Municipal Clerks Certification Program and the Texas Municipal Clerks Association, Inc. Dr. Holt will join TMCA/TMCCP in January 2013; Dr. Holt and Dr. Snay will be working together through the month of January for the transition.

Prior to this appointment, Dr. Holt served as a Lecturer and the Internship Coordinator for the Department of Public Administration at the University of North Texas. She is originally from central Arkansas and attended the University of Arkansas for her undergraduate and graduate studies. After graduating from the University of Arkansas, she moved to Virginia to work at a small, private college south of Washington, D.C. After leaving Virginia she moved to north Texas to pursue her Ph.D. in Public Administration and Management, which she earned at the University of North Texas in 2011. Her dissertation investigated the relationship between professionalism and a public servant's likelihood to act with innovation.

Dr. Holt is also a new mother, and enjoys spending time with her family, cheering for the Razorbacks, bargain shopping, reading and traveling. She is excited about joining TMCA/TMCCP and looks forward to meeting the members of the organization.

Dr. Holt will attend the **TMCCP Election Law Seminar** in Irving this January, where members will have the opportunity to meet her. ★

2012 Texas Municipal Clerk of the Year Nominees

The following 14 TMCA members were honored by their peers with nominations for the 2012 TMCA Municipal Clerk of the Year Award. This award is based upon years of service as a municipal clerk, TRMC Certification and recertification, TMCA service, local TMCA chapter service, and other municipal clerk-related service and works such as instructing, convening, IIMC participation, and more. Congratulations to these inspiring stars of Texas government!

Don't miss our list of 2012 Chapter Municipal Clerk of the Year honorees on page 35.



Marie Balthrop, TRMC
City Secretary, Holliday
Red River Chapter Nominee



Melissa Brunner, TRMC
City Secretary, Flatonia
Capital Chapter Nominee



Danette Dunlap, TRMC
City Secretary, Abilene
Bluebonnet Chapter Nominee



Lila Fuller, TRMC
2012 TMCA Municipal Clerk of the Year
City Secretary, Nacogdoches
Individual Nominee



LeAnn Gallman, TRMC
City Secretary, Muleshoe
South Plains Chapter Nominee



Cheryl Gibson-Salgado, TRMC
City Sec./Asst. City Mgr., Spearman
Panhandle Chapter Nominee



Brenda Glenn Craig, TRMC
City Secretary, Kerrville
Hill Country Chapter Nominee



Norma Grimaldo, TRMC
City Secretary, Odessa
West Texas Chapter Nominee



Thelma Lenz, TRMC
City Secretary, West University Place
Salt Grass Chapter Nominee



Lydia Lopez, TRMC
City Secretary, Hewitt
Central Texas Chapter Nominee



Aimee Nemer, TRMC
City Secretary, Richardson
Lone Star Chapter Nominee



Irma Parker, TRMC
City Secretary, Rockport
Coastal Bend Chapter Nominee



Kim Sutter, TRMC
City Secretary, Euless
North Texas Chapter Nominee



Gail Weir, TRMC
City Secretary, Ore City
Northeast Texas Chapter Nominee

TMCCP SEMINAR

Election Law Seminar

January 16-18, 2013, Irving, Texas • Early Registration Deadline: January 2, 2013

Join us for the **Annual TMCCP Election Law Seminar in Irving!** Our seminar format will be the same as last year: you may choose from a selection of sessions to best meet your educational needs.

Our usual three optional pre-seminar sessions are tailored to offer relevant information to cities that hold their own elections; cities that contract with the county for services; and attendees who are brand new to the election process.

Full information is available on our **website**. **Plan the sessions** you would like to attend **ahead of time, with back-up options**—to best accommodate everyone, this year there will be a policy of no seat-saving, and sessions will be filled on a first-come, first-served basis.

We look forward to seeing you in January! ★

Wednesday, January 16, **three** optional Pre-Seminar Sessions:

- **9:30 a.m.-11:30 a.m.:** Optional Pre-Seminar Round Table for **Attendees Holding Their First Election** (*free with paid registration*)
- **12:00 noon-4:30 p.m.:** Optional Pre-Seminar **Step by Step Session for Cities Who Hold Their Own Elections** (*\$135 registration fee, includes box lunch and "Step by Step" handbook*)
- **2:00-4:00 p.m.:** Optional Pre-Seminar Round Table for **Attendees Contracting for the First Time** (*free with paid registration*)

Wednesday, January 16—the Election Law Seminar begins at 6:00 in the evening:

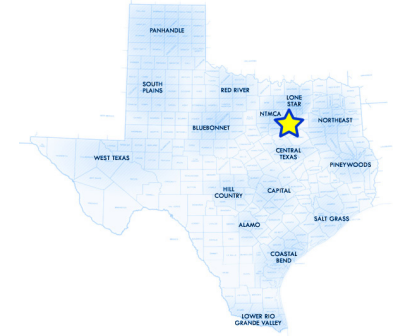
- **"TML Legislative Update on Elections"**

Thursday and Friday—the following is a partial list of **breakout sessions** being offered during the Election Law Seminar (most sessions are 1 ½ hours in length):

- | | |
|---|--|
| ● "Candidate Packets" | ● "Provisional Voting" |
| ● "Charter Amendment Elections; Poll Watchers & Inspectors" | ● "Recall Elections for Home Rule Cities; Referendum & Initiative" |
| ● "DOJ Submissions" | ● "Recruiting & Training Election Workers" |
| ● "Early Voting" | ● "Texas Ethics Commission: Candidate/ Officer Ethics; Filing of Complaints; Contribution/Expenditure Reports" |
| ● "Joint Election Contracts" | ● "Unofficial Tabulation/Document Preparation for Canvass/Swearing In/ Reporting to SOS/Election Register" |
| ● "Local Option Petitions & Elections" | |
| ● "Mail Ballots; Poll Watches & Inspectors" | |
| ● "Ordering an Election/Posting & Publishing Notices/Canceling Elections" | |

Introducing The Yellow Rose Chapter

TMCA welcomes its seventeenth and newest chapter! The Yellow Rose Chapter is located south of Dallas, and includes members from four counties.



By Chapter President **Lyn Hill**
City Secretary, Cedar Hill

While networking at a TMCA seminar, several Dallas, Ellis, and Tarrant County municipal clerks were discussing the difficulties they were having attending their local chapter meetings. Travel times to and from meetings at the opposite ends of their counties meant being away from their offices for unacceptable lengths of time, often causing hardship on their co-workers.

With extra nudging, a group led by Cedar Hill City Secretary Lyn Hill began the process of petitioning to form a new chapter of TMCA that would include the southern parts of Dallas and Tarrant Counties as well as encompass parts of Ellis and Johnson Counties.

A committee was formed to organize the process, and, within a very short period of time, calls began coming in from clerks asking to be included. With guidance from TMCA personnel, the requirements were finalized and presented to the TMCA Board, which approved the chapter.



Yellow Rose Chapter members at their inaugural meeting in September in Lancaster. *Standing, from left to right:* **Dana Argumaniz**, city secretary, Red Oak; **Patricia Cortes**, executive assistant, Cedar Hill; **Vicki Collins**, city secretary, Mansfield; **Dara Crabtree**, TRMC, city secretary, Seagoville; **Lyn Hill**, city secretary, Cedar Hill; **Angie Arenas**, assistant city secretary, Lancaster; and **Teri Murdock**, TRMC, city administrator/secretary, Italy. *Seated, from left to right:* **Cathy DiMaggio**, TRMC, city secretary, Grand Prairie; **Othel Murphree**, city secretary, Glenn Heights; **Dolle Downe**, TRMC, city secretary, Lancaster; and **Pam Woodall**, city secretary, Ovilla.

NEW TMCA CHAPTER: YELLOW ROSE

The inaugural meeting of the Yellow Rose Chapter was held in Lancaster on September 27. Lancaster City Secretary Dolle Downe, TRMC, introduced Mayor Marcus Knight, who welcomed everyone to his city and gave special thanks for the work of city secretaries and offered his support.

Lyn Hill introduced TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe, and presented her with a yellow rose corsage, thanking her for coming all the way from Muleshoe to attend the meeting.

President Gallman said she was excited about the formation of the Yellow Rose Chapter. She had recently attended the North Texas Municipal Clerks meeting, and said they are very supportive of this new chapter.



Top left: Chapter President **Lyn Hill**, city secretary, Cedar Hill, conducted the inaugural meeting of the Yellow Rose Chapter.

Top right: Chapter President **Lyn Hill** (right) pins a yellow rose corsage on guest TMCA President **LeAnn Gallman**, TRMC, city secretary, Muleshoe.

Near right: Yellow Rose Chapter members (from left to right) **Teri Murdock**, TRMC, city administrator/secretary, Italy; **Vicki Collins**, city secretary, Mansfield; **Patricia Cortes**, executive assistant, Cedar Hill; and **Othel Murphree**, city secretary, Glenn Heights.

NEW TMCA CHAPTER: YELLOW ROSE

She then spoke to the group about how the city secretary/clerk profession has evolved over many years.

Elected officers of the Yellow Rose Chapter:

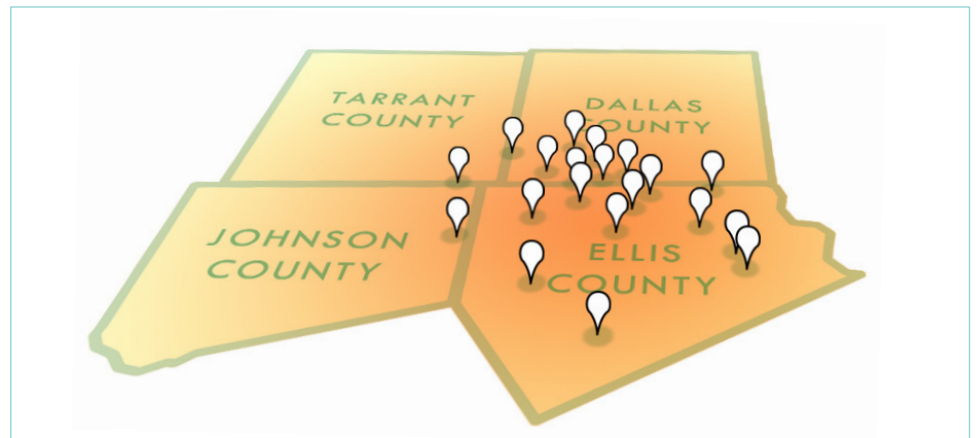
- President Lyn Hill, city secretary, Cedar Hill
- Vice President Dolle Downe, TRMC, city secretary, Lancaster
- Secretary Pam Woodall, city secretary, Ovilla
- Treasurer Cathy DiMaggio, TRMC, city secretary, Grand Prairie
- Historian Vicki Collins, city secretary, Mansfield

Twenty cities are included or have shown interest in the chapter: Waxahachie, Venus, Red Oak, Oak Leaf, Pecan Hill, Ovilla, DeSoto, Duncanville, Ennis, Ferris, Garrett, Glenn Heights, Grand Prairie, Maypearl, Italy, Midlothian, Mansfield, Lancaster, Cedar Hill, and Palmer.

To learn more about future meetings and to join the Yellow Rose Chapter, contact **President Lyn Hill** (972-291-5100, ext. 1018). ★



Officers of the Yellow Rose Chapter, from left to right: Treasurer Cathy DiMaggio, Grand Prairie; Secretary Pam Woodall, Ovilla; Historian Vicki Collins, Mansfield; Vice President Dolle Downe, Lancaster; President Lyn Hill, TRMC, city secretary, Cedar Hill.



TMCA Annual Banquet

Photographs by Paul Traves, *f16 Photography*

October 18, 2012

Embassy Suites, San Marcos

TMCA held a wonderful, memorable annual banquet this year at the Embassy Suites Hotel in San Marcos on October 18. TMCA members were recognized; scholarships were awarded; 2012 retirees were honored; TMCA Municipal Clerk of the Year nominees were honored; the 2012 TMCA Municipal Clerk of the Year was announced; and the 2012 TMCA officers were sworn into office.

The following pages in this special TMCA newsletter section offer a glimpse of the banquet. We hope to see you next year at the TMCA banquet in **South Padre Island** on **October 24, 2013!**



All 2012 nominees for TMCA Municipal Clerk of the Year were highlighted in a slideshow throughout the banquet.

2012 TMCA BANQUET

Top right photo: Incoming TMCA Executive Board Trustee **Jennifer Reyna, TRMC**, city secretary, Alamo Heights, with her husband **Randy Reyna** and her mother **Janie Perez**.

Center right photo, from left to right: **Leticia Vacek, TRMC**, city clerk, San Antonio; **Leticia Saenz**, deputy city clerk, San Antonio; and **Melinda Uriegas**, elections manager, San Antonio.

Lower right photo: **Attendees at the TMCA Annual Banquet.**

Photo below, from left to right: **Amanda Elizondo, TRMC**, city secretary, Harlingen; **Patricia Ervin, TRMC**, city secretary, Waco; and **Esmeralda Hudson, TRMC**, assistant city secretary, Waco.



Photos by Paul Traves, filphoto.com



Above left: Retiring Education Director **Dr. Joyce Snay, TRMC**, addressed the banquet attendees.



Above right: 2012 TMCA President **LeAnn Gallman, TRMC** (at right), city secretary, Muleshoe, was joined at the banquet by her sister, **Susan Kerby**.

Photos by Paul Traves, fl6photo.com

2012 TMCA Municipal Clerk of the Year

*Congratulations to Nacogdoches City Secretary
Lila Fuller, TRMC, on her selection as the
2012 TMCA Texas Municipal Clerk of the Year!*

Each year Texas municipal clerks nominate one of their peers for the prestigious Municipal Clerk of the Year Award. To be eligible for the award, nominees must be active members of TMCA, must have provided service to other municipal clerks on a local level or state level, must have exhibited leadership abilities, must be a Texas Registered Municipal Clerk, and must currently hold a municipal clerk position. Nominee applications are scored on years of municipal service, years of TMCA membership, TMCCP certification/recertification achievements, TMCA service, local chapter service, special projects service, IIMC service, and participation as instructors or conveners in TMCA, local chapter, and IIMC education sessions.

Lila Fuller, TRMC, city secretary, Nacogdoches, was selected by the TMCA Municipal Clerk of the Year Committee as the 2012 honoree for her outstanding achievements as an exemplary public servant.



2012 TMCA Municipal Clerk of the Year **Lila Fuller, TRMC** (left), city secretary, Breckenridge, is presented a plaque of recognition by Committee Chair **Linda Rhodes, TRMC**, city secretary, Lake Worth.

Special thanks to 2012 TMCA Municipal Clerk of the Year Committee members Chair Linda Rhodes, TRMC, city secretary, Lake Worth; Michele Glaser, TRMC, city secretary, Seabrook; Jenny Page, TRMC, city secretary, Frisco; Jennifer Reyna, TRMC, city secretary, Alamo Heights; Brenda Shaw, TRMC, city secretary/mgr., Morton; and Kathy Wingo, TRMC, city secretary, Lucas.

2012 MUNICIPAL CLERK OF THE YEAR

Photo by Paul Traves, fl6photo.com



2012 TMCA Municipal Clerk of the Year **Lila Fuller, TRMC**, accepted her award at the Annual Banquet.

Patrice Fogarty, TRMC, city secretary, La Porte, nominated Ms. Fuller for this prestigious honor.

Ms. Fuller has served the citizens of Nacogdoches since 1990: first as deputy city secretary, then as city secretary since 1997. Lila earned her Texas Registered Municipal Clerks Certification in 1995 (No. 255) and has met the requirements for recertification three times. She is currently enrolled in her fourth recertification.

Lila is a member of the Pineywoods Chapter of TMCA. In 1996 she reorganized the chapter and subsequently served as president; she has also served on several chapter committees. In 1999 the chapter members selected Lila as their chapter's Municipal Clerk of the Year.

She has served as a mentor to other city secretaries over the years both at the local and state levels. As someone who understands the vital necessity of the pursuit of continuing education, Lila has frequently served as an expert instructor during several TMCCP Election Law seminars, for Texas

Legislative update classes, and at the TML Annual Conference. She also served on the 2002 Education Committee for IIMC's Annual Conference, and has served on several TML committees. Lila has been a co-author of the *Texas Municipal Clerks Handbook*, an invaluable resource for Texas clerks.

Lila was elected as president of TMCA in 2008 after serving in all TMCA executive board offices and on numerous TMCA committees. Her gracious acceptance speech included this sound advice to all public servants: "I encourage you to continue to share the knowledge and experience gained with others, as wisdom is not what you know, but what you do with what you know." Lila is an outstanding example of that trait of exemplary leadership!

As part of the nomination statements, Ms. Fogarty said, "It is a personal honor to nominate Lila Fuller for this award as she surpasses all the attributes of an outstanding municipal clerk, and I am very proud to recognize her service, her work, and her dedication to our profession!" ★

2013 TMCA Officers & Committees

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EX-OFFICIO MEMBERS: *Advisory Mgmt. Committee Chair LeAnn Gallman, City Sec., Muleshoe; Peggy Burnside, TMCA/TMCCP Admin. Dir.; Dr. Amy Holt, TMCA/TMCCP Ed. Dir.*

Committees

Advisory Management Committee

LeAnn Gallman, Muleshoe, Immediate Past President, Chair

Art Camacho, Haltom City, President Elect

Patricia Ervin, Waco, Past President

Norma Grimaldo, Odessa, President

Shelley George, Allen, Certification Comm. Chair

Peggy Burnside, TMCCP/TMCA Admin. Dir. *

Amy Holt, TMCCP/TMCA Education Director *

Audit Committee

Laure Morgan, Hemphill, Chair

Jeana Bellinger, Brenham

Tonya Todd, Wink

Art Camacho, Haltom City, Board Liaison

Historian

Amanda Elizondo, Harlingen

*non-voting member

Membership Committee

Gretchen Mercer, Canyon, Chair
Comprised of Chapter Presidents
Scarlet Swoboda, Victoria, Board Liaison

Municipal Clerk of the Year Committee

Kathy Wingo, Lucas, Chair
Brenda Dennis, Schertz
Arcelia Felix, Mercedes
Thomas Harris, Lubbock
Sherry Roberts, White Oak
Michael Wells, Bedford
Sandra Watkins, Deer Park, Board Liaison

Nominating Committee

Patrice Fogarty, La Porte, Chair
Irma Parker, Rockport
Christi Shivers, Mexia
Carole Vanzant, Fair Oaks Ranch
Art Camacho, Haltom City, Board Liaison
Norma Grimaldo, Odessa, Board Liaison

Open Records

Steering Committee

Kim Sutter, Euless

Resolutions Committee

Lee Woodward, Huntsville, Chair
Tina Broussard, Beaumont
Toni Chrestman, Slaton
Diane Zucco, Plano
Marie Balthrop, Holliday, Board Liaison

Retirement Committee

Maria Gonzalez, Missouri City, Chair
Linda Byers, Vernon
Annette Villarreal, McAllen
Christie Wilson, The Colony
Jennifer Reyna, Alamo Heights, Board Liaison

Scholarship Committee

Rebecca Garza, Lubbock, Chair
Brenda Craig, Kerrville
Ron Gonzales, Fort Worth
Crystal Roan, Webster
Amy Turner, Midland
Pauline Small, Fort Worth, Board Liaison

Technology Committee

Patrice Fogarty, La Porte, Chair
Karen Mericle, Clear Lake Shores
Melinda Welsh, Friendswood

TML Booth Committee

Cara McPartland, Wimberley, Chair
Capital Chapter Members

TML Representative

Sherry Mashburn, College Station, Vice Pres.

Certification Committee

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Richardson, TX 75083
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EX-OFFICIO MEMBERS: *Norma Grimaldo, TMCA President; Art Camacho, TMCA President Elect; and LeAnn Gallman, TMCA Immediate Past President*

2013 TMCA Executive Board

The TMCA officers were installed at the Annual Banquet on November 3 in Addison.

Photograph by Paul Traves, f16 Photography



Seated, from left to right:

- Treasurer Cheryl Gibson-Salgado, TRMC
City Secretary, Spearman
- President Elect Art Camacho, TRMC
City Secretary, Haltom City
- President Norma Grimaldo, TRMC
City Secretary, Odessa
- Vice President Sherry Mashburn, TRMC
City Secretary, College Station
- Secretary Lydia Lopez, TRMC
City Secretary, Hewitt

Standing, from left to right:

- Trustee Scarlet Swoboda, TRMC
City Secretary, Victoria
- Trustee Sandra Watkins, TRMC
City Secretary, Deer Park
- Trustee Marie Balthrop, TRMC
City Secretary, Holliday
- Immediate Past President
LeAnn Gallman, TRMC
City Secretary, Muleshoe
- Trustee Pauline Small, TRMC
City Secretary, Webster
- Trustee Jennifer Reyna, TRMC
City Secretary, Alamo Heights
- Trustee Kim Sutter, TRMC
City Secretary, Euless

2012 TMCA President presented each incoming 2013 TMCA officer and trustee with a unique hat that she and her sister hand-customized.

Top right: 2012 President **LeAnn Gallman, TRMC** (right), city secretary, Muleshoe, administers the oath of office to 2013 TMCA President **Norma Grimaldo, TRMC**, city secretary, Odessa.

Lower right: **The 2013 TMCA Executive Board.**

Below: **2012 President Gallman** administers the oath of office to the 2013 TMCA trustees: **Marie Balthrop, TRMC**, city secretary, Holliday; **Pauline Small, TRMC**, city secretary, Webster; **Scarlet Swoboda, TRMC**, city secretary, Victoria; **Sandra Watkins, TRMC**, city secretary, Deer Park; **Kim Sutter, TRMC**, city secretary, Eules; and **Jennifer Reyna, TRMC**, city secretary, Alamo Heights.



Photos by Paul Traves, f16photo.com



2013 President's Acceptance Speech

Norma Grimaldo, TRMC, city secretary, Odessa, was elected the 61st president of TMCA during the TMCA Annual Business Meeting on October 18 in San Marcos. She presented this acceptance speech to attendees of the TMCA Annual Banquet.

© Paul Traves, TL6 Photography



2013 President Norma Grimaldo, TRMC
City Secretary, Odessa

Our association, TMCA, is a unique, top-of-the-line, hand-crafted organization. TMCA was formed by strong, visionary municipal clerks that displayed integrity, commitment, and consistency. Does that sound familiar? Of course it does: our association still promotes the mentioned characteristics today; just take a quick look around and you will see these qualities embodied in our membership—and for the new clerks, the opportunity is waiting. The Association is made up of 931 members—a new record out of 1,215 incorporated cities. Isn't that awesome? It is a powerful, education-driven organization that gives each of us the opportunity to stretch our limits and be the finest in reaching our full potential, not only professionally, but personally with our families, friends, and other facets in our lives.

Our association was incorporated 26 years ago, but it has a longer history dating back to 1952. Dedicated leaders and their contributions come from our very own pro-

fession—they are the pillars of our association. Many municipal clerks since the beginnings of our association have upheld the legacy by sustaining the mission of excellence in serving officials, citizens, and our organization.

Municipal clerks are exceptional, with distinct traits. Think about the Texas flag: the state flag flies with its bold, vivid colors, and a bright shining star. Our members personify this strength and courage through assimilation of everything the Texas flag represents: loyalty; commitment to our obligations; duty; faithfulness to the laws that we live by; and equality, to ensure the citizens each be given the attention requested or assistance they need, and be pleased with their cities. We are versatile, strive for accuracy, and teach each other. We record not only history, but leave a legacy with our thumbprint in our cities' permanent documents. TMCA embraces that same spirit and substance that the Texas flag projects.

PRESIDENT'S ACCEPTANCE SPEECH

Photo by Paul Traves, fl6photo.com



We face challenges and changes, whether it's with new election laws, elected officials, or even "that citizen" that comes in all the time. Without the challenges there is no growth, no moving forward. We face challenges head-on and find a solution to handle the ever-changing workplace.

The Texas state motto is "Friendship," and each of you exemplifies friendship. We exhibit characteristics of honesty, trust, and compassion, and reciprocate it to our members and our community.

Allow me to elaborate on how TMCA molded me both professionally and personally. Many of us have the same beginnings—being there at the time that the duties needed to be filled, municipal clerks step up to the call of service. In 1998, a recent mother and new city secretary, I was nervous, and unsure if I could succeed in the position. Stepping up to the plate to fulfill the role of city secretary, I left for my first educational seminar apprehensive about leaving my five month old son. While nothing can replace my first child, I understood the value of the education process and was inspired by the accomplished clerks. I'm here to testify that it inspired me to achieve my full potential.

I have to thank the Odessa city council who had the foresight to understand that my professional development

improved my service in municipal government.

As I progressed through the Certification Program, my career had a turning point: I started as an insecure municipal appointee, and now I stand before you as a confident city secretary. I invite you all to invest in your own development.

TMCA offers the resources to allow us to keep up with the changing needs through the Certification and Recertification Programs. We encourage each other in assisting and collaborating with one another, which is one of the building blocks of the successful growth of our members. Being a member is not just absorbing the information; it means achieving and giving back to our Association. TMCA offers you the opportunity to serve at different levels, at your comfort level—rest assured there will be someone to give you a hand.

I couldn't stand here today without the support of family, friends, and the Odessa city council, who have all made a difference in my life. All my council came tonight except for one who had other commitments. I've been fortunate to have a supportive council that allows me to get the job done without breathing down on me. I would like to acknowledge Mayor Larry Melton and first

PRESIDENT'S ACCEPTANCE SPEECH

lady J'Nevelyn Melton. I've had the honor to serve Mr. Mayor for over 13 years. I also couldn't be here without the council's support. Councilmember Barbara Graff, who consistently cheers for me on in all my activities. Councilmember Sandra Carrasco, as a newly elected councilmember last year, thank you for having the patience at the TML Conference, when I lost the car at the hotel parking lot and it took security to find car. My councilmember Dean Combs, his lovely, beautiful wife, Dianne, and his son, Kelly. You and your family resonate as a loving, happy American family. I will never forget Councilmember Bill Cleaver, for he was on the council that appointed me as city secretary (and he did not get upset at me when I sent him to Houston to a meeting that was cancelled on a weekend, unbeknownst to me).

Here is to my city manager, Richard Morton, who has and continues to support the city secretary's office (and shares the long standing joke of city secretaries versus city managers). As you know, when you work for a city for a long time, staff, co-workers, friends come and go, and I have had many over the 20 years at my city. I have met city staff and had the pleasure of getting to know them, and have made many good friends within the city. Giving their time to be here is a memory that I will treasure. Mark Simpson, director of purchasing; Marwan Khoury, director of planning, Gapi Bernal,

director of billing & collection: thank you. Larry Long, city attorney, who is a rock and has supported me even when we disagree. Councilmember Victor Gonzales, City of Plugerville, who knows the right thing to say, whether it's a quote or sharing a life experience. Say "hi" to Fara Corrales,

my deputy city secretary. Thank you. My family: my dad and mom, Frank and Angelita Aguilar, who save the day by helping with kids, supper, and whatever is needed. I couldn't do this without them. Thomas, my husband, who continuously supports me and doesn't ever tell me "no." Marc is 14 and Evette is 11. They support me when I leave town but I also make up for it when I get back. Kids, you are awesome!!! Thank all of you for being here.

Municipal clerks have the spirit to serve. We may be stirred but not shaken as we

have newfound energy from the satisfaction of assisting our mayor, council, city manager, and citizens. In the spirit of service I've learned to be passionate in the pursuit of excellence and to value ourselves and the work we do. Municipal clerks know what we want, focus on what we need to accomplish, and achieve with the strength of our knowledge. The Texas Municipal Clerks Association invests in our learning and development and helps us build a sustainable path. I'm honored to walk this path and continue to build our future with you. Thank you! ★

Photo by Paul Traves, f16photo.com



2013 TMCA President Norma Grimaldo, TRMC, city secretary, Odessa, was joined by her city council at the TMCA banquet.

New Executive Board Trustees

Introducing Jennifer Reyna, TRMC, and Kim Sutter, TRMC



Jennifer Reyna, TRMC

"I am honored for the nomination. I am excited about the opportunity and looking forward to the growth of and contributing to the Association and Program."

Jennifer Reyna, TRMC,

has served as the city secretary of Alamo Heights since 2008. She previously served

as senior executive secretary in the city manager's office (2006-2008) and executive secretary (2003-2006) for the City of San Antonio; office assistant for the City of Citrus Heights, California; and administrative assistant for the City of Lubbock (2000-2001).

Continued on next page



Kim Sutter, TRMC

"I am honored to be able to serve on the TMCA Executive Board. I look forward to enriching my professional career and personal life by giving back to an Association that has helped shaped my life—both professionally and personally."

Kim Sutter, TRMC, has

served as the city secretary of Euless since 2011. She previ-

ously served as the town secretary of the City of Westlake (2007-2009), the city secretary of the City of Richland Hills (2005-2007), and as the mayor's assistant in the City of Irving (1997-2005). Kim earned her TRMC Certification

Continued on next page

Trustee Jennifer Reyna (continued)

Jennifer earned her Texas Registered Municipal Clerk Certification (TRMC) in 2009 (No. 564) and is enrolled in her first recertification.

Professional Affiliations

Jennifer is an active member of the Alamo Chapter of TMCA, and has served as the chapter's president, vice president, and treasurer. She has also served on several chapter committees, including Annual Banquet (2010-2012), Communications/Membership (2012), and Graduate Institute (2009). She is active in TMCA, and has served on the Retirement and the Municipal Clerk of the Year committees.

Family, Community, and Hobbies

Jennifer is married to Randy Reyna, and they have four children—Issiac, age 21; Gavin, age 18; Mia, age 14; and Nadia, age 8—as well as a black Labrador, Bettina. She values her time with her family to include having

dinner together, watching movies, traveling, and volunteering at church or within the community. Jennifer also enjoys watching her children participate in different sports and school activities, and looks forward to visiting family and friends. She loves baking—especially desserts!

Her community activities include volunteering at the San Antonio Food Bank, serving as the financial coordinator for St. Rose of Lima Catholic Church ACTS, being a parent member with the Medina Valley Girl Scout Troup, and being a member of the Potranco Elementary PTO.

Trustee Kim Sutter (continued)

in 2005 (No. 477) and recertified in 2010; Kim is enrolled in her second recertification.

Professional Affiliations

Kim is active in the North Texas Chapter of TMCA, where she has served as president,

vice president, treasurer, and secretary. Her chapter committee service includes TMCCP Reception (2006-2007), Professional Seminar (2011, chair), and Membership (2005-2010). She was the North Texas Chapter's Clerk of the Year this year, and also its nominee for the TMCA Texas Municipal Clerk of the Year. She is active in TMCA, having convened at the TMCCP Election Law Seminar, and most recently chairing the TML Booth Committee in November.

Family, Community, and Hobbies

Kim has been married for 26 years to her husband Bill, and they have three sons: Jared, age 23; Justin, age 20, and Jacob, age 19. She notes she is addicted to Bootcamp, home improvement, and working in her yard. Her community activities include involvement in Leadership HEB, a program for the development of community leaders in the Hurst Euless Bedford area. ★

Thank You to Our Scholarship Donors

Thank you to all those who donated to TMCA scholarships in 2012!

*American Legal Publishing
2 American Legal Publishing Scholarships*

*Bojorquez Law Firm
Susan Rocha Scholarship*

*Virginia Byrd
Dorothy F. Byrd Scholarship*

*Kirk Franklin
Franklin Legal Publishing Scholarship
& Gold Seminar Sponsorship*

*Linebarger Goggan Blair & Sampson
Linebarger Goggan Blair & Sampson Scholarship*

*Lone Star Chapter of TMCA
Dr. Joyce Snay Scholarship*

*Municipal Code Corporation
2 Municipal Code Corporation Scholarships
& Platinum Seminar Sponsorship*

*MCCi
3 MCCi Records Management Scholarships*

*North Texas Chapter of TMCA
Dr. Joyce Snay Scholarship
Dorothy F. Byrd Scholarship*

*Red River Chapter of TMCA
Dr. Joyce Snay Scholarship*

*South Plains Chapter of TMCA
Dorothy F. Byrd Scholarship
Dr. Joyce Snay Scholarship
Lila Fern Martin Scholarship*

*Underwood Law Firm
Underwood Scholarship
& Platinum Seminar Sponsorship*

2013 Scholarships

Clockwise from top left:

Alice Holloway, TRMC, city secretary, Pilot Point, is presented the **Franklin Legal Publishing Scholarship** by **Kirk Franklin**, president, Franklin Legal Publishing.

Linda Byers, TRMC, city secretary, Vernon, is presented the **Linebarger, Goggan, Blair and Sampson Scholarship** by firm partner **Richard Hill**.

Crystal Roan, TRMC, deputy city secretary, Webster, is presented the **American Legal Publishing Scholarship** by TMCA/TMCCP Education Director **Dr. Joyce Snay**.

TMCA/TMCCP Education Director **Dr. Joyce Snay** presents the **American Legal Publishing Scholarship** to **Keri Berger**, city secretary, Palacios.

Thank you to this year's Scholarship Committee for their service: Chair Rebecca Garza, TRMC, city secretary, Lubbock; Ron Gonzales, TRMC, city secretary, Fort Worth; Carole Vanzant, TRMC, city secretary, Fair Oaks Ranch; Christie Wilson, TRMC, city secretary, The Colony; Cara McPartland, TRMC, city secretary, Wimberley; Peggy Burnside, TRMC, administrative director, TMCA/TMCCP; and Board Liaison Cheryl Gibson-Salgado, TRMC, city secretary, Spearman.

Congratulations to the TMCA members who were awarded scholarships at the Annual Banquet! This year the TMCA Major Scholarship Awards included the Dorothy F. Byrd Scholarship, the Lila Fern Martin Scholarship, the new Susan Rocha Scholarship (funded by the Bojorquez Law Firm), the Dr. Joyce Snay Scholarship, and individual scholarships from the following vendors:

American Legal Publishing, Franklin Legal Publishing, Linebarger Goggan Blair & Sampson, Municipal Code Corporation, and the Underwood Law Firm. MCCi Records Management Scholarships were also awarded.

The TMCA Scholarship Committee awards scholarships annually amongst a pool of applicants based upon factors of eligibility.



2013 SCHOLARSHIPS

Russell Haddock, senior account executive SW Region, MCCi, presented the following scholarships (*clockwise from top left*):

Karen Wilkerson, TRMC, city secretary/administrator, De Leon, was presented a **Municipal Code Corporation Scholarship**.

Sherry Mashburn, TRMC, city secretary, College Station, is presented a **Municipal Code Corporation Scholarship**.

Brenda Dennis, TRMC, city secretary, Schertz, is presented an **MCCi Records Management Scholarship**.

Leticia Vacek, TRMC, city clerk, San Antonio, is presented an **MCCi Records Management Scholarship**.



2013 SCHOLARSHIPS

Clockwise from top left:

Alan Bojorquez, Bojorquez Law Firm, presents the Susan Rocha Scholarship to **Mary Lynne Stratta**, TRMC, city secretary, Bryan.

Leticia Saenz, deputy city clerk, San Antonio, is presented the first **Underwood Scholarship** by **Audi Sciumbato**, Underwood Law Firm.

Paula Favors, city secretary/clerk, Wharton, is presented a **Dr. Joyce Snay Scholarship** by TMCA/TMCCP Education Director **Dr. Joyce Snay**.

Alicia Ramirez, TRMC, city clerk, San Angelo, is presented a **Dorothy F. Byrd Scholarship** by TMCA/TMCCP Education Director **Dr. Joyce Snay**.



2013 SCHOLARSHIPS

TMCA/TMCCP Education Director **Dr. Joyce Snay** presented the following scholarships (*clockwise from top left*):

Joy Hart, TRMC, was presented the **Lila Fern Martin Scholarship**.

Gay Ferguson, city clerk, Nederland, was presented a **Dorothy F. Byrd Scholarship**.

Kristin Edwards, TRMC, deputy city secretary, Huntsville, is presented a **Dorothy F. Byrd Scholarship**.

Diana Offord, city secretary, Fulshear, is presented a **Dr. Joyce Snay Scholarship**.

Scholarship recipients not pictured: Diane Rasor, TRMC, city secretary/city administrator, Newark (MCCi Scholarship), and Kristi Gilbert, TRMC, city secretary, Murphy (Lila Fern Martin Scholarship).



2012 TMCA Retirees

Congratulations to all our honored retirees!

Linda Ardis, TRMC, city secretary, Lavon

Donna DeRight, city secretary, Amarillo

Pat Dildine, city secretary, Johnson City

Shirley Gentry, city clerk, Austin

Linda Hambrick, city secretary, Jonestown

Susan Hensley, city secretary, Shenandoah Valley

Elaine Herff, city secretary, Meadows Place

Penny Hieronymus, city secretary, Converse

Linda Huff, city secretary, Grapevine

Lou Jameson, city secretary, Midlothian

Terri Johnson, TRMC, city administrator, Piney Point Village

Linda Knight, TRMC, city secretary, Breckenridge

Krishna Langton, TRMC, city secretary, Sealy

Edna S. Lopez, TRMC, city secretary, Kingsville

Lyn Miller, deputy city secretary, Midland

Liz Penny, TRMC, city secretary, Sansom Park

Cindee Peters, city secretary, Farmers Branch

Kathy Pierce, city secretary, Kemah

Pamela Schmidt, TRMC, city secretary, Richardson

Phyllis Sockwell, city secretary, Mont Belvieu

Margaret Stevens, city secretary, Galena Park

Linda Taylor, TRMC, city secretary, Venus

Renee Thompson, city secretary, Lufkin

Shirley Trull, city secretary, Ennis

Louetta Wallace, city secretary, Haskell

Fran Wendeborn, TRMC, city secretary, Rusk

Kerry Williams, TRMC, city secretary, Llano

Betty Wood, city secretary, Sinton

TMCA Booth at 2012 TML Conference

The TMCA Booth at the annual Texas Municipal League Conference on October 16-19 in Grapevine was a great success.

Thank you to TML Booth Committee Chair Kim Sutter, TRMC, city secretary, Euless, and to our booth volunteers from the North Texas and the Lone Star Chapters of TMCA!

At right: 2012 TML Booth Committee Chair **Kim Sutter, TRMC**, city secretary, Euless, at the TMCA booth at the TML Conference. Pictured at right are three giveaway gift baskets graciously donated by the Lone Star Chapter, the North Texas Chapter, and the Grapevine Convention & Visitors Bureau.

Below right, from left to right: **Jacky Casey, TRMC**, assistant to the city secretary, Rockwall; **Kathy Wingo, TRMC**, city secretary, Lucas; and **Gretchen Mercer, TRMC**, city secretary, Canyon.



THANK YOU

The Booth Crew:

- Diane Callahan, TRMC, city secretary, Highland Village*
- Jacky Casey, assistant to the city secretary, Rockwall*
- Dayl Cooksey, city secretary, Sealy*
- Dolle Downe, TRMC, city secretary, Lancaster*
- Rita Frick, TRMC, city secretary, Hurst*
- Lisa Henderson, TRMC, deputy city secretary, The Colony*
- Lyn Hill, city secretary, Cedar Hill*
- Alice Holloway, TRMC, city secretary, Pilot Point*
- Julie Lollar, TRMC, city clerk, Denison*
- Jesica McEachern, city secretary, Bridgeport*
- Gretchen Mercer, TRMC, city secretary, Canyon*
- Toni Milam, TRMC, city secretary, Llano*
- Jenny Page, TRMC, city secretary, Frisco*
- Traci Riggs, TRMC, deputy city secretary, Southlake*
- Susan Stewart, TRMC, administrative assistant, River Oaks*
- Kathy Wingo, TRMC, city secretary, Lucas*
- Lee Woodward, TRMC, city secretary, Huntsville*
- Diane Zucco, TRMC, city secretary, Plano*



Photo by Kim Sutter, TRMC

2012 TML CONFERENCE

Top right, from left to right: **Dolle Downe, TRMC**, city secretary, Lancaster; **Kim Sutter, TRMC**, city secretary, Euless; **Alice Holloway, TRMC**, city secretary, Pilot Point; and **Lisa Henderson, TRMC**, deputy city secretary, The Colony.

From left to right: **Terri Johnson, TRMC**, city administrator (retired), Piney Point Village; **Patrice Fogarty, TRMC**, city secretary, La Porte; **Pauline Small, TRMC**, city secretary, Webster; **Peggy Burnside, TRMC**, administrative director, TMCA/TMCCP; **Miriam Sheehan, TRMC**, administrative assistant, TMCA/TMCCP.

Below: Attorney and *Texas Municipal Law and Procedure Manual* author **Alan Bojorquez** (second from right) with Texas municipal clerks at the TMCA booth.



Photo by Kim Sutter, TRMC



Photo by Kim Sutter, TRMC



Photo by Kim Sutter, TRMC

2012 TML CONFERENCE

TMCA proudly sponsored TML's Friday morning "Women in Government" breakfast. The speaker was Dr. Mary Kelly, CEO, Productive Leaders, Dallas.

At right: Speaker **Dr. Mary Kelly** addresses the attendees of the breakfast.

Below right: **Pauline Small, TRMC**, city secretary, Webster, and Patrice Fogarty, TRMC, city secretary, La Porte, at the breakfast.

Below: TMCA President **LeAnn Gallman, TRMC**, welcomed attendees and introduced the speaker at the "Women in Government" breakfast on October 19.



IIMC News

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

City Secretary, Fort Worth



Mary Kayser, TRMC

The IIMC Board of Directors met in Portland, Oregon, November 16-17. On November 16 we had a Board Development session—this year we did an Athenian Dialogue. The book was *We Band of Angels* by Elizabeth M. Norman. All boardmembers read the book before arriving in Portland, and on Thursday, led by our own Mary Lynne Stratta, TRMC (City of Bryan city secretary and Athenian Fellow), we discussed the book, the characters, and the leadership characteristics of the Angels and how we can apply those characteristics to our role as IIMC board members and as municipal clerks. There was a lot of great conversation and insight from the board members and staff. If you have not had the opportunity to participate in a Dialogue, I encourage you to try one. It is a great experience, and you will learn so much about the book and about yourself. As a side benefit you can earn points toward your CMC or MMC and your TRMC recertification.

On Saturday the board held the Mid-Year Meeting. IIMC is in great shape financially—we have successfully refinanced the headquarters building, taking

advantage of the lower interest rates. We will end 2012 in the black for the sixth straight year, and we have a growing reserve fund. The Budget and Planning Committee submitted a balanced budget to the board for 2013. IIMC continues to move in a positive direction in regards to our finances.

President Cirtin will be bringing forward a plan for a full review of the IIMC Constitution. After a great deal of discussion by the board we realized that it was time to look at the Constitution again—not to undertake drastic changes, but to ensure that the Constitution is understandable, unambiguous, and relevant.

IIMC staff continues to work with the Institute Directors to ensure that we are offering the best education opportunities to our clerks. After all, education is IIMC's mission. We have approved streamlined procedures for the Institute Directors to submit their required reports. Staff is working with the Institute Directors to create new options for learning other than just "seat time." Education updates are put out in the **weekly Education Department "E-briefing."**

IIMC NEWS

When these hit your email inbox, take a moment to read them: they have lots of good information.

Let's talk about the 2013 Conference: WE ARE GOING TO ATLANTIC CITY. We had a firsthand report from Region II Director Vincent Buttiglieri (Ocean Township). Atlantic City is in good shape and is ready for our conference. The Taj Mahal is undamaged and the transportation systems are up and working. The New Jersey clerks are working hard to make this a great conference and are looking forward to welcoming all IIMC members to New Jersey. Look for the preliminary program soon and watch those dates—don't wait until the last minute to make your hotel reservations. There will be details on transportation coming soon as well. There will be some different sessions this year at the conference; look for some roundtable discussions and more discussion and interaction during the concurrent sessions.

IIMC continues to grow with our Membership Marketing campaign—192 new members so far this year. We will continue the program into next year as well. If you are not currently a member of IIMC and want information, please contact me at mary.kayser@fortworthtexas.gov and I will be glad to get you an application and additional information.

The next big IIMC event in our part of the world was the Region IV meeting held in Rogers, Arkansas, on December 6-8. We will have a recap in the next issue.

I am honored to serve as Region IV Director. If you have any questions or concerns about IIMC please do not hesitate to contact me (817-392-6161 and mary.kayser@fortworthtexas.gov). I am at your service. ★

IIMC BULLETIN

Congratulations to **Linda Rhodes, TRMC**, city secretary, Lake Worth, and to **Kathy Wingo, TRMC**, city secretary, Lucas, on each receiving the Master Municipal Clerk (MMC) designation from the International Institute of Municipal Clerks.

The MMC is one of the two professional designations granted by IIMC. To qualify for entrance into the Master Municipal Clerk Academy (MMCA), which prepares participants for achieving the MMC status, one must have earned the CMC designation. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The designation also requires pertinent experience in a municipality.

Linda Rhodes earned her Texas Registered Municipal Clerk Certification from the Texas Municipal Clerks Certification Program in 2005, recertified in 2010, and is enrolled in her second recertification. She is a longtime and active member of the Texas Municipal Clerks Association, and has served on and chaired several TMCA committees.

Kathy Wingo earned her Texas Registered Municipal Clerk Certification from TMCCP in 2006, recertified in 2011, and is enrolled in her second recertification. Kathy is a longstanding and active member of TMCA, and has served on and chaired several TMCA committees.

2012 Chapter Honorees



Marie Balthrop, TRMC
City Secretary, Holliday
Red River Chapter
Chapter Clerk of the Year



Lacy Borgeson, TRMC
City Secretary, Temple
Central Texas Chapter
Chapter Clerk of the Year



Melissa Brunner, TRMC
City Secretary, Flatonia
Capital Chapter
Chapter Clerk of the Year

*Congratulations
to all Texas clerks
who were honored
as their chapter's
Chapter Municipal
Clerk of the Year!*



Brenda Glenn Craig, TRMC
City Secretary, Kerrville
Hill Country Chapter
Chapter Clerk of the Year



LeAnn Gallman, TRMC
City Secretary, Muleshoe
South Plains Chapter
Chapter Clerk of the Year



Thelma Lenz, TRMC
City Secretary, West University Place
Salt Grass Chapter
Chapter Clerk of the Year

Also view our Texas Municipal Clerk of
the Year coverage on [page 6](#).



Stephanie Storm
Records Analyst, Wylie
Lone Star Chapter
Member of the Year



Kim Sutter, TRMC
City Secretary, Rockport
North Texas Chapter
Chapter Clerk of the Year



Scarlet Swoboda, TRMC
City Secretary, Victoria
Coastal Bend Chapter
Chapter Clerk of the Year

TMCA CHAPTER NEWS

Alamo Chapter

By Chapter President **Jennifer Reyna, TRMC**
City Secretary, Alamo Heights

The Alamo Chapter met on June 27; Vice President Carole Vanzant, TRMC, city secretary, Fair Oaks Ranch, called the meeting to order. Leticia Vacek, TRMC, city clerk, San Antonio, introduced Mr. Russell Haddock, Senior Account Executive with Municode. Mr. Haddock gave an excellent presentation on document scanning and management.

The April 25 minutes and the June treasurer's report were approved by the chapter.

Vice President Carole Vanzant presented Municipal Clerk of the Year Committee Chairman Peggy Cimics's report that no applications and no nominations were made this year. Ms. Vanzant encouraged everyone to either apply or nominate someone next year and also added that the Alamo Chapter was not the only chapter to have no nominee this year.

Leticia Vacek was presented a gift certificate from the chapter in celebration of her receiving her Master's Degree.

Vice President Carole Vanzant announced that the

visit the Alamo Chapter on their new website!
www.alamotmca.org



Attendees at the June 2012 Alamo Chapter meeting. First row, from left to right: Leticia Vacek, TRMC, city clerk, San Antonio; Grace Tamez, TRMC, city secretary, Helotes; Dora Rodriguez, interim city administrator, Devine; Linda Gill, city secretary, Castle Hills; Melinda Uriegas, elections manager, San Antonio; Tina Flores, assistant city clerk, San Antonio; and Denise Duffy, Devine.

Second row, left to right: Leticia Saenz, deputy city clerk, San Antonio; Debra Howe, TRMC, city secretary, Castroville; Russell Haddock, TRMC, senior account executive, Municode; Angela Cantu, city secretary-treasurer, LaVernia; and Carole Vanzant, TRMC, city secretary, Fair Oaks Ranch.

Third row, left to right: Sandra Passailaigue, TRMC, city secretary, and Michael Naughton, fire chief/IT department, Shavano Park.

ALAMO CHAPTER

next meeting would be held on August 22 and would be hosted by the City of Alamo Heights. Speakers would include President LeAnn Gallman, TRMC, city secretary, Muleshoe, and Attorney Ryan Henry, who will discuss employment and open records.

After the meeting was adjourned, there was a tour of the municipal archives and records facility. ★

New Alamo Chapter Website

The Alamo Chapter invites you to view our new website, www.alamotmca.org. The website allows you to access and view recent news, upcoming events, and meetings. The chapter highlights members and accomplishments. Enjoy those tidbits on education and professionalism. Go to www.alamotmca.org if you are new in the municipality or interested in joining. We welcome you!

Thank you to our Communications/Membership Committee members for working together to produce a wonderful website: Chair Sandra Passailaigue, TRMC, city clerk, Shavano Park; Janice Alamia, city secretary, Hollywood Park; Angela Cantu, city secretary-treasurer, La Vernia; Lisa Hernandez, TRMC, deputy city secretary, Fair Oaks Ranch; Jennifer Reyna, TRMC, city secretary, Alamo Heights; and Leticia Saenz, deputy city clerk, San Antonio. *Congratulations, Alamo Chapter!*



Chapter members exploring the City of San Antonio Municipal Archives and Records Facility.

The following were present at the June meeting:

Angela Cantu, city sec.-treas., LaVernia
 Tina Flores, asst. city clerk, San Antonio
 Linda Gill, city secretary, Castle Hills
 Debra Howe, TRMC,
 city secretary, Castroville
 Sandra Passailaigue, TRMC,
 city clerk, Shavano Park
 Leticia Saenz, dep. city clerk, San Antonio
 Grace Tamez, TRMC,
 city secretary, Helotes

Leticia Vacek, TRMC,
 city clerk, San Antonio
 Carole Vanzant, TRMC,
 city secretary, Fair Oaks Ranch
 Guests:

Russell Haddock, TRMC,
 senior account executive, Municode
 Michael Naughton,
 fire chief/IT department, Shavano Park
 Amy Alves, city archivist, San Antonio
 Denise Duffy, city accountant, Devine

TMCA CHAPTER NEWS

Capital Chapter

By Chapter Secretary **Jessica Graefe, TRMC**
City Secretary, Giddings

The Capital Chapter met at Point Venture for their quarterly meeting on September 12. Chapter President Melissa Brunner, TRMC, city secretary, Flatonia, called the meeting to order.

Point Venture Mayor Cristin Cecala welcomed the Capital members to Point Venture.

Business consisted of the review of previous meeting minutes and financial report. Members reviewed bylaws, fundraising, and scholarship reports.

The following 2013-14 officers were elected: President Shirley Garvel, city secretary, Elgin; Vice President Janet Rogers, city secretary, West Lake Hills;

Secretary Jessica Graefe, TRMC, city secretary, Giddings; Treasurer Jeana Bellinger, TRMC, city secretary, Brenham; and Historian Brenda Page, city secretary, Smithville. The officers will be sworn in on January 9 at the Bickerstaff firm in Austin.

The meeting ended with some wonderful BBQ from Rudy's.

The next meeting is scheduled for December 12 hosted by the cities of Smithville and Bastrop. Please join us as a member or a guest at our future chapter meetings. For membership information, contact President Melissa Brunner, TRMC, city secretary, Flatonia, at 361-865-3548 or mbrunner@ci.flatonia.tx.us.



Chapter President **Melissa Brunner, TRMC**, city secretary, Flatonia, at the September meeting.

CAPITAL CHAPTER



Chapter members at the September meeting in Point Venture. *Front row, left to right:* Historian **Brenda Page**, city secretary, Smithville; **Betty Brown**, TRMC, local government election specialist, Bickerstaff Heath; **Sara White**, TRMC, city secretary, Round Rock; President **Melissa Brunner**, TRMC, city secretary, Flatonia; Secretary **Jessica Graefe**, TRMC, city secretary, Giddings; and Treasurer **Amy Harris**, city secretary, Cameron. *Second row:* **Tammy Cook**, deputy city secretary, San Marcos; **Christina Buckner**, city secretary, Lago Vista; **Janet Rogers**, city secretary, West Lake Hills; **Catherine Fryer**, Austin; **Shirley Garvel**, city secretary, Elgin; **LeAnn Quinn**, TRMC, city secretary, Cedar Park; **Jeana Bellinger**, TRMC, city secretary, Brenham; **Tammy Kirk**, city secretary, Liberty Hill; and **Jannette Goodall**, records management officer, Austin. *Third row:* **Megan Spinks**, assistant city clerk, Round Rock; **Chance Chatham**, village secretary, Point Venture; **Sherry Mashburn**, TRMC, city secretary, College Station; **Teresa Valdez**, TRMC, city secretary, Bastrop; **Rachel Austin**, city secretary, Jonestown; and **Linda Hambrick**, city secretary (ret.), Jonestown.

TMCA CHAPTER NEWS

Central Texas Chapter

By **Diana Echartea, TRMC**
City Secretary, Wortham

The Central Texas Chapter held their bi-monthly meeting on June 20. The City of Lacy Lakeview hosted the meeting at their Civic Center. President Christi Shivers, city secretary/finance director, Mexia, called the meeting to order.

The members enjoyed a wonderful lunch of chicken spaghetti, salad, and dessert. A big THANK YOU to Lacy Lakeview City Secretary Michelle Hicks.

Final plans were discussed for the upcoming seminar in Salado and pool mixer.

Chapter members considered changes in chapter bylaws concerning annual nominations for Chapter Clerk of the Year. The members also reviewed TMCA committee reports and upcoming seminars.

The Central Texas Chapter held their next meeting on October 10, hosted by the City of Valley Mills at their Council Chambers. Mayor Rodney Nichols welcomed everyone to Valley Mills. He extended his appreciation to Valley Mills City Secretary Liz Caraway and introduced Mayor Pro-Tem Curtis Wiethorn and City Manager Bill Lancaster.



Central Texas Chapter members in October at the Valley Mills Historical Santa Fe Railroad Depot and Museum, which is home to memorabilia dating back to the early 1800's.

CENTRAL TEXAS CHAPTER

Before lunch was served, chapter members took a tour of Valley Mills Historical Santa Fe Railroad Depot and Museum, which is home to memorabilia dating back to the early 1800's. This is an excellent place to visit if you're ever in the area.

The chapter enjoyed a wonderful meal catered by Mayor Pro-Tem Wiethorn—excellent food!

Chapter members discussed the upcoming TMCCP Graduate Institute Seminar, TML Conference, and TMCCP Election Law Seminar.

In other announcements, the City of Teague and the Heart of Texas Council of Governments Homeland Security and Emergency Preparedness program will dedicate the Teague Public Safety Communications tower in honor of the late Yrene Morgan. Mrs. Morgan, administrative assistant, Teague, was instrumental in getting the tower project off the ground. Mrs. Morgan was a current member of our chapter at the time of her passing.

The chapter's annual Christmas party is scheduled for December 14. Members will bring an unwrapped toy to be donated to an area police department, and members will exchange Christmas ornaments.

Apologizes go out to our readers for missing the September issue! ★

Chapter members present at the October meeting:

Kaci Allen, Robinson

Sandra Barton, city secretary, Robinson

Liz Caraway, city secretary, Valley Mills

Diana Echartea, TRMC, city secretary, Wortham

Patricia Ervin, TRMC, city secretary, Waco

Donna Hawkins, city secretary, Beverly Hills

Esmeralda Hudson, TRMC, assistant city secretary, Waco

Dorothy Jackson, city manager, Hubbard

Lydia Lopez, TRMC, city secretary, Hewitt

Sherrill McDaniel, customer service representative, Waco

President Christi Shivers, TRMC,
city secretary/finance director, Mexia

Jana Taylor, city secretary, Fairfield

TMCA CHAPTER NEWS

Lone Star Chapter

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

The Lone Star Chapter had quite an active quarter. In August we hosted an Athenian Dialogue in the City of Murphy (Collin County) which was attended by thirteen clerks. Our panel consisted of many first-time attendees as well as seasoned veterans. The discussion of Lincoln on Leadership led by G.M. Cox, Ph.D., Murphy Chief of Police, proved lively and timely given our presidential election season.

In September we moved north to Grayson County and the City of Denison to accept our budget and slate of officers for 2012-13 and to hear from Anna McKinney, Denison's Chamber of Commerce president, regarding their focus on cultural arts. The city now has four art galleries as well as dance, performing, and recording studios. It's a great place to visit!

In October the City of Plano (Collin County) hosted as we celebrated our incoming board with two new officers: Secretary Janis Cable, city secretary, Lowry Crossing, and Historian Vickie Schmid, TRMC, assistant city secretary, Richardson. TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe, provided inspiration to our members



Lone Star Officers 2012-13 with TMCA President Gallman. From left to right: **Vickie Schmid, TRMC**, assistant city secretary, Richardson; **Janis Cable**, city secretary, Lowry Crossing; **Stephanie Storm**, records analyst, Wylie; visiting TMCA President **LeAnn Gallman, TRMC**, city secretary, Muleshoe; **Diane Zucco, TRMC**, city secretary, Plano; and **Jacky Casey**, assistant to the city secretary, Rockwall.

LONE STAR CHAPTER

and administered the oath of office to newly elected officers. President Gallman stressed the importance of working together in a “chain of service.” We are challenged and energized. Thank you, LeAnn!

As we enter the new fiscal year, meetings will continue to be rotated across our counties to ensure members can participate. The board conducted a survey on topics in October and received great feedback and suggestions for future meeting programs. Plans for the year also include continued emphasis on scholarships and education, the creation of a mission statement, and incorporating Character First into our sessions.

We’d love to see you if you’re in our area. Please contact any board member if you’re interested in membership. ★

TMCCP Certificates Earned

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

Course 1

Kara Atwood, Lufkin
 Laura Hallmark,
 Rowlett
 Baudelia Rojas, Alton
 Nicole Seidel,
 Fort Worth

Course 2

Rosena Becker-Ross,
 Mount Enterprise
 Sherri Bellard,
 Port Arthur
 Terry Blanchard,
 Rockdale
 Ronda Cockerham,
 Italy
 Tammy Cook,
 San Marcos
 Shannon DePrater,
 Trophy Club
 Janelle Dolan,
 Burkburnett
 Paul Favors, Wharton
 Gay Ferguson,
 Nederland
 Marisela Garcia, Midland
 Martha Garcia,
 Arlington
 Charlene Gardner,
 Pampa
 Jannette Goodall, Austin

Deborah Gurka,
 Texas City
 Alice Holloway,
 Pilot Point
 Cara Hubbard, Reno
 Bilirae Johnson, Dallas
 Keesha Lay, Keene
 Rachael Lynch,
 Carmine
 Gretchen Mercer,
 Canyon
 Diana Gordon Offord,
 Fulshear
 Dianne Peace, Jarrell
 Kimberly Perez, Ralls
 Leticia Y. Saenz,
 San Antonio
 Theresa Scott,
 Flower Mound
 Nicole Seidel, Ft Worth
 Billie Swope, Point
 Bobbie Jo Taylor,
 Crandall
 Melinda Uriegas,
 San Antonio
 Lindsay Wells, Pantego
 Michael Wells, Bedford

Course 3

Laura Hallmark,
 Rowlett
 Keesha Lay, Keene
 Malinda Nowell,
 Weatherford
 Cecilia Schmitt
 Nicole Seidel,
 Fort Worth
 Clasina Watson, Oak
 Ridge North
 Wendy Withers, Frisco

Course 4

Cecilia Castillo, Irving
 Charlene Gardner,
 Pampa
 Peggy Jackson,
 Orange County WCID #1
 Gena Jiral, Yoakum
 Tina Linder, Briarcliff
 Rachael Lynch,
 Carmine
 Tanya McNutt, College
 Station
 Malinda Nowell,
 Weatherford
 Yesenia Rodriguez,
 McAllen
 Pam Sereika, Alvord
 Chris Serres,
 Orange County WCID #1

TMCA CHAPTER NEWS

Lower Rio Grande Valley Chapter

By Chapter Historian **Annette Villarreal, TRMC**
City Secretary, McAllen

The City of Harlingen hosted the chapter's August 23 meeting at Tony Butler Golf Course. The guest speaker was Alan Ozuna with Denton, Navarro, Rocha & Bernal, who gave a presentation on "Open Government" (specifically on video and telephone conference, new rulings). A seminar registration scholarship was granted to Baudelia Rojas, city secretary, Alton, to attend the TMCCP Graduate Institute Seminar in San Marcos, in which she planned to take her first TMCCP course exam.



Above right: **Chapter members at the August 23 meeting at Tony Butler Golf Course.**

Near right: **At the August meeting, from left to right:** Chapter Secretary **Bobby Rodriguez**, city secretary, San Juan; Vice President **Hilda Pedraza, TRMC**, city clerk, Pharr; and guest speaker **Alan Ozuna** of Denton, Navarro, Rocha & Bernal.



LOWER RIO GRANDE VALLEY CHAPTER

The September 26 meeting was hosted by the City of Pharr at the Tierra Del Sol Golf Course. The guest speaker was Linda E. Mavreles with HR Consultant Business Development Solutions; she gave a presentation on “Customer Service.”

Additionally, a surprise baby shower was hosted in honor of Weslaco City Secretary Elizabeth Walker. Ms. Walker shared her touching and compelling testimony about her miraculous conception, and was very grateful for the

Below: Guest speaker **Linda E. Mavreles**; **Ana Cantu**, city secretary, Penitas; and **Maryne Alaniz**, Penitas. *At bottom:* **Aida Rivas**, Palmview; Chapter President **Perla Zamora**, TRMC, deputy city secretary, McAllen; Vice President **Hilda Pedraza**, TRMC, city clerk, Pharr; and Historian **Annette Villarreal**, TRMC, city secretary, McAllen.



Above left: Honored guest **Elizabeth Walker**, city secretary, Weslaco. *Above right:* **Yesenia Rodriguez**, TRMC, admin. supervisor, McAllen, and **Norma Olvera**, TRMC, admin. supervisor, McAllen. *Below:* The chapter at the September meeting.



LOWER RIO GRANDE VALLEY CHAPTER

shower and gifts. Special thanks to Penitas City Secretary Ana Cantu for organizing the shower and arrangements.

The October 10 meeting was hosted by the City of McAllen at the Old Pump House on Townlake on Fireman's Park. City Manager Mike Perez gave the official welcome to the members and the guest speaker. McAllen Parks and Recreation Director Sally Gavlik was also in attendance to give a short presentation on the newly-renovated recreational facility. The facility includes a renovated park rental facility, a reservoir-turned-recreational lake for fishing (catch & release), kayak/canoeing, and camping. Ms. Gavlik described the meeting facility transformation (Old Pump House), a concrete structure that was previously an above-ground clear



Chapter members at their October meeting in McAllen with TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe.

well (storage tank) that held 250,000 gallons of water that were pumped out of the tank and into the homes of McAllen residents.

TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe was the chapter's honored guest. She gave a remarkable presentation about TMCA and TMCCP. A lengthy discussion was held about the various tasks that city secretaries perform and the misconception with our "secretary" title. A recommendation was made to President Gallman about conveying to the board the likelihood of officially changing our title(s) to one that merits comparable respect to other appointed officers and department directors of the city, based on the important and statutory tasks that we perform in our respective organizations. ★

Chapter members in attendance at the October meeting:

Amanda Elizondo, TRMC, city secretary, Harlingen

Elena Garza, TRMC, assistant city secretary, Harlingen

Norma Olvera, TRMC,
administrative supervisor to city manager, McAllen

Sonia Padron, TRMC, assistant city clerk, Pharr

Vice President Hilda Pedraza, TRMC, city clerk, Pharr

Aida Rivas, city secretary, Palmview

Secretary Bobby Rodriguez, city secretary, San Juan

Yesenia Rodriguez, administrative supervisor, McAllen

Baudelia Rojas, city secretary, Alton

Historian Annette Villarreal, TRMC, city secretary, McAllen

President Perla Zamora, TRMC, deputy city secretary, McAllen

TMCA CHAPTER NEWS

North Texas Chapter

By Chapter President **Alicia Richardson, TRMC**
City Secretary, Southlake

In the spirit of our wonderful organization... shalom, aloha, hola, greetings, ciao, ellohay, blessings, hello, Kóyo, xin chào!

Since the last edition of *TMCA News*, our chapter traveled to Burleson and Bedford for our August and September meetings, respectively. Our chapter has found that moving our monthly meetings among our membership cities has encouraged member participation. We are thankful to our host cities for reaching out and inviting us to their cities/towns.

In August, we were honored to have TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe, attend our chapter meeting. President Gallman had the opportunity to hear guest speaker Jon Stigliano's topic, "Challenging the Enemy of Excellence."

In other business, the membership reviewed the proposed 2012-2013 budget, approved the July 2012 treasurer's report, and received committee reports from TML booth committee and holiday committee. TMCA President Gallman also



Above left: Jon Stigliano was the guest speaker at the chapter's August meeting. *Above right:* Special guest TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe, with Chapter President Kim Sutter, TRMC, city secretary, Eules.

NORTH TEXAS CHAPTER

provided the membership an update on items of interest with TMCA. Thank you to Burleson City Secretary Amanda McCrory, TRMC, and her staff for making us feel so welcome.

In September we landed in the City of Bedford at their new public library. Our gracious host was City Secretary Michael Wells. At this meeting the membership approved the following business items:

- Meeting minutes—July 18 and August 15, 2012
- August 2012 monthly treasurer's report
- Fiscal Year 2012-2013 budget
- \$150.00 contributions to TMCA Dorothy Byrd Scholarship Fund, TMCA Dr. Joyce Snay Scholarship Fund, and NTMCA Alyce Deering Scholarship Fund

We also welcomed guest speakers Lisa D. Mares and Andrea D. Russell, with the law firm Taylor, Olson, Adkins, Sralla & Elam, L.L.P. Ms. Mares and Ms. Russell presented a table top discussion that is alive and well in our profession: "Public Information Act: Fact or Fiction?" They covered an array of subjects that we encounter on a day-to-day basis when responding to open record requests. The membership had an interactive experience and even the most tenured municipal clerk walked away learning something new.



At the August chapter meeting in Burleson. Back row, left to right: Shannon DePrater, town secretary/RMO, Trophy Club; Diane Cockrell, TRMC, city secretary, Decatur; Sonja Land, TRMC, city secretary, Mesquite; Diane Zucco, TRMC, city secretary, Plano; Janice England, city secretary, Saginaw; and Mary Supino, city secretary, Arlington. Second row: Art Camacho, TRMC, city secretary, Haltom City; Carol Borges, city secretary, Westworth Village; Holly Houston, assistant to the city secretary, Euless; Mary Kayser, TRMC, city secretary, Fort Worth; Mary Beth Thomas; Miriam Sheehan, TRMC, administrative assistant, TMCCP; Diane Callahan, TRMC, city secretary, Highland Village; Jessica McEachern, city secretary, Bridgeport; Norma Zenk, TRMC, city secretary, Azle; Linda Rhodes, TRMC, city secretary, Lake Worth. Front row: Sherry Reeves, TRMC, city secretary, Grandview; Amanda McCrory, TRMC, city secretary, Burleson; TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe; Alicia Richardson, TRMC, city secretary, Southlake; and Kim Sutter, TRMC, city secretary, Euless.

NORTH TEXAS CHAPTER

In true leader fashion, outgoing President Kim Sutter presented the incoming officers with yet another goose reference.

I had the honor of presenting my good friend Kim Sutter with her president's plaque and her personal memory book of her service as NTMCA President.

In 2011 the North Texas Municipal Clerks Association identified that our monthly meetings could be improved by focusing on an Empowerment Series for our members. We have been successful in securing guest speakers to deliver an array of topics that empower our profession. An indicator that the Empowerment Series is a success with our members is the increase in the attendance at our monthly meetings. We averaged 33 attendees per meeting and we set a goal to increase this average to 37 attendees per meeting for 2012-2013.

The board is determined to locate quality and informative guest speakers. The board's commitment to the Empowerment Series is reflected in the 2012-2013 budget. At their September 12 meeting, the membership approved an increase for speaker fees. Our 2012-2013 meeting schedule has already been established and membership cities have already stepped up to host a monthly meeting. Our schedule is included and we encourage anyone who can attend to join us at one of our chapter meetings. We would love to have you!

January 9, 2013 – City of Richardson

February 20, 2013 – City of Watauga

March 20, 2013 – Professional Business Seminar (location to be determined)

April 17, 2013 – City of Carrollton

June 12, 2013 – City of Southlake

July 17, 2013 – City of Arlington

August 21, 2013 – City of Bridgeport

September 18, 2013 – to be determined

On October 6, the board met to discuss NTMCA's direction and lay out steps for not only tomorrow but future years. We will do this by identifying tangible goals and developing performance measures to ensure we meet our objectives. The goals are as follows:

- Provide quality training/education
- Knowledgeable and networking membership
- Promote profession

NTMCA is well on its way to implement a workplan to meet our goals. With the continuation of the Empowerment Series and our yearly scholarships, we are providing members with the means to sharpen their tools and attend educational seminars. The outline for our monthly meetings has been amended to provide members the opportunities to network with their colleagues. This new outline will also provide our coveted speakers plenty of time for their presentations:

11:00 a.m. - Register/network

11:15 a.m. - Lunch available

11:30 a.m. - Guest speaker

12:30 p.m. - Business meeting

Our first meeting of 2012-2013 was held in Southlake at the Department of Public Safety Headquarters in their Community Room. Our guest speaker was Ron Hollifield, founder and CEO of Strategic Government Resources. His topic was "Don't Take Everything So Personally... It is Not Always About You." He provided practical tips to keep others' negativity in context. Mr. Hollifield's presentation was superb and we are grateful for him donating his time to our chapter.

NORTH TEXAS CHAPTER



Top left: 2011-2012 TMCA President **Kim Sutter, TRMC**, city secretary, Euless, is presented a plaque of appreciation by 2012-2013 TMCA President **Alicia Richardson, TRMC**, city secretary, Southlake. *Top right:* President **Kim Sutter** (at right) administers the oath of office to the **2012-2013 NTMCA Chapter officers**. *Above:* **The North Texas Chapter at their September meeting in Bedford.** ★

TMCA CHAPTER NEWS

Northeast Texas Chapter

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

The Northeast Texas Chapter met September 28 in the council chamber at the City of Canton.

The chapter's Scholarship Committee (Sherry Roberts, TRMC, city secretary/office manager, White Oak; Jennifer Powell, city secretary, Nash; and President Gail Weir, TRMC, city secretary, Ore City) presented the chapter's 2013 Scholarship to Melba Haralson, TRMC, city secretary, Gladewater. The chapter provides \$300 each year to assist members in their seminar attendance.

Vickie Brenton, TRMC, city secretary, Winnsboro, presented nominations for 2013-2014 officers on behalf of the Nominating Committee (Ms. Brenton, Kathy Davidson-Hoover, TRMC, city secretary, Gilmer; and Deana McCasland, city secretary, Overton). Accepting the nomination for the next term are President Rosena Becker-Ross, city secretary/court administrator, Mount Enterprise; Vice President Sherry Roberts, TRMC, city secretary/office manager, White Oak; and Secretary/



The Northeast Texas Chapter at Canton City Hall with visiting TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe, at center.

NORTHEAST TEXAS CHAPTER

Treasurer Jennifer Powell, city secretary, Nash. Election and installation of these officers will be at the December meeting.

The chapter was excited to have TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe, speak at their meeting in September. President Gallman presented three approaches to our positions: (1) go above and beyond; (2) do only what's required; and (3) it's not my job! She closed with a challenge to stay inspired, live intentionally, and be passionate about what we do—we are creating the future! We are so thankful to have President Gallman as a role model, a teacher, and an inspired leader.

Following the meeting, the group scurried to the First Monday Trades Days! President Gallman and her sister were on their first shopping excursion to the unique Texas-sized market. All those attending were especially grateful to our hosts, Assistant City Secretary Debra Johnson and City Secretary/Finance Officer Julie Seymore of the City of Canton.

Several of our members attended the TMCCP Graduate Seminar in San Marcos. We were honored to have Ms. Weir's sister, Brenda Brumfiel, attending the annual TMCA banquet as our special guest; Gail Weir was



Chapter President **Gail Weir, TRMC**, city secretary, Ore City, presents TMCA President **LeAnn Gallman, TRMC**, city secretary, Muleshoe, with gift of appreciation.

Members in attendance at the September meeting:

- Rosena Becker-Ross, city secretary/court admin., Mount Enterprise
- Vickie Brenton TRMC, city secretary, Winnnsboro
- Debbie Johnson, asst. city secretary, Canton
- Deana McCasland, city secretary, Overton
- Jennifer Powell, city secretary, Nash
- Julie Seymore, city secretary/finance officer, Canton
- Gail Weir, TRMC, city secretary, Ore City
- Fran Wendeborn, TRMC, city secretary, Rusk

NORTHEAST TEXAS CHAPTER

the chapter's nominee for TMCA Municipal Clerk of the Year. It was exciting to see our friend Lila Fuller, TRMC, city secretary, Nacogdoches, recognized as TMCA Municipal Clerk of the Year. Congratulations, Lila!

Our December 14 meeting was scheduled to be held at Traditions Restaurant in Tyler and will feature a fun gift exchange.

The Northeast Chapter sends the new TMCA officers and all our fellow municipal clerks best wishes for the new year. In President Gallman's words, "Stay inspired, live intentionally, and be passionate about all you do!"

If you would like more information about the Northeast Texas Chapter or its meetings, you may contact Gail Weir (cityoforecity@etex.net) or Rosena Becker-Ross (citymte@eastex.net). ★

At top right: Lunch in San Marcos. *Front, left to right:* **Vickie Brenton, TRMC**, city secretary, Winnsboro; **Melba Haralson, TRMC**, city secretary, Gladewater; **Gail Weir, TRMC**, city secretary, Ore City; **Rosena Becker-Ross**, city secretary, Mount Enterprise. *Standing:* **Deborah Dane**, city clerk, Kilgore; **Sherry Roberts, TRMC**, city secretary/office manager, White Oak; **Fran Wendeborn, TRMC**, city secretary, Rusk.

At right: Chapter President **Gail Weir, TRMC**, and her sister **Brenda Brumfiel** at the TMCA Annual Banquet in San Marcos.



TMCA CHAPTER NEWS

Red River Chapter

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

Members of the Red River Chapter met for our quarterly meeting at Pasquals Restaurant in Wichita Falls on September 19 at 1:00 p.m.

President Balthrop called the meeting to order and welcomed everyone. A special welcome was given to Lee Ekern, assistant city secretary, Vernon, who was visiting us for the first time today.

The following business was conducted: a) the June 20, 2012 minutes were approved; b) Treasurer's Report through September 19, 2012 was approved.

A discussion was held to consider possible financial assistance to the TMCA president for chapter visits. With the economic situation and tight budgets, TMCA chapters were asked to consider the possibility of assisting TMCA presidents by funding as much of their travel expenses for chapter visits as possible. Red River Chapter members discussed what our participation level could be. After questions, suggestions, and discussion, members voted to consider this on a year-by-year basis due to our limited budget. The Red River Chapter voted to commit up to \$100 for 2012 with the option left to



the TMCA president whether the money would fund her travel or a TMCA scholarship of her choice. This will be reviewed each year.

In an effort to increase membership attendance to our chapter meetings, a survey was conducted providing various meeting dates, times, and location options. Red River Chapter Secretary Lydia Ozuna, city secretary, city clerk, Wichita Falls, reported on the results of the survey, which reflected a status quo majority. Those returning surveys preferred to leave the meeting on the second Wednesday of the month at 1:00 p.m. in Wichita Falls. It was decided to leave the meeting times, dates, and location the same, however with the possibility of responding to city secretary invitations in the future to hold a meeting in their city.

2012 Chapter Christmas Project was discussed, and Secretary Lydia Ozuna will contact Southern Hills Elementary to provide the name of a needy family for us to help. Donations will be received through December 12.

Janelle Dolan, city clerk, Burkburnett, attended the TMCCP seminar

RED RIVER CHAPTER

in Nassau Bay on “Agendas & Minutes, Open Meetings Act & Public Information Act, Records Management, & Parliamentary Procedure.” She pointed out specific areas of interest to her municipality and how it benefitted them, as well as highlights of what she learned and what was provided by Marty Hendrix, one of several speakers. Since Janelle was the only Red River Chapter member able to attend, we benefited from her attendance and what she brought back to share with the rest of us.

One of the areas discussed at that seminar and of much interest to all of us was records management, a complicated costly mandate. It was suggested that we look into the possibility of a region-wide records management session including various local governing entities, school districts, and other interested entities.

It was noted an Athenian Dialogue would be held October 17 in San Marcos before the TMCCP Graduate Institute.

Members were encouraged to attend the TMCCP Graduate Institute October 18-19. In order to make our money stretch, it was suggested that we carpool, which would be an opportune time to network and get to know each other better. We could share ideas and obtain invaluable information from our peers while carpooling.

Chapter members were reminded the TML Annual Conference will be held November 13-16 in Grapevine.

We planned for our last meeting of this year to be December 12 with our special guest our very own TMCA President LeAnn Gallman, TRMC, city secretary, Muleshoe. The meeting would take place at Pasqual’s at 1:00 p.m. in the “Pride of the Falls, Blue Skies and Golden Opportunities” Wichita Falls.

Contact Lydia Ozuna, City Clerk, City of Wichita Falls at lydia.ozuna@wichitafallstx.gov or 940/761-7409 if you are interested in future Red River Chapter meetings. ★

Members present at the September meeting were:

Amy Anderson, city secretary, Lakeside City

Marie Balthrop, TRMC, city secretary, Archer City

Tracy Bankston-Smith,
assistant to city secretary, Lakeside City

Linda Byers, TRMC, city secretary, Vernon

Janelle Dolan, city secretary, Burkburnett

Lee Ekern, assistant city secretary, Vernon

Cathy Mills, city secretary, Henrietta

Lydia Ozuna, TRMC, city clerk, Wichita Falls

TMCA CHAPTER NEWS

Salt Grass Chapter

By Chapter Secretary **Crystal Roan, TRMC**
Deputy City Secretary, Webster

August 2012 Meeting

The Salt Grass Chapter took to the road after a three-month summer hiatus, meeting on August 15, at Landry's in Katy. President Sharon Harris, TRMC, city secretary, La Porte, called the meeting to order and welcomed all in attendance.

Stacie Walker, City of Missouri City Public Information Manager, got the Chapter enthusiastic on the subject of getting involved in building an effective relationship with the media. Stacie staged a mock press release giving Patrice Fogarty, TRMC, city secretary, La Porte, and Thelma Lenz, TRMC, city secretary, West University, the opportunity to role play as zealous reporters and chapter members to play as public information officers in the hot seat. The chapter enjoyed the interactive learning experience.

The chapter recognized the retirements of Krisha Langton, TRMC, city secretary, Sealy, and Elaine Herff, TRMC, city secretary, Meadows Place. A retirement reception in honor of Krisha was held on July 27, in Sealy. Krisha was presented with an embroidered TMCA blanket on behalf of the membership and a James Avery bracelet from the Salt Grass Chapter.



Retiring Sealy City Secretary **Krisha Langton, TRMC**, with Mayor **Nick Tirey**.

SALT GRASS CHAPTER

A retirement reception in honor of Elaine was held on August 16, in Meadows Place. Elaine was presented with an embroidered TMCA blanket and a Waterford crystal photo frame from the Salt Grass Chapter. Elaine was recognized as the first city secretary of Meadows Place.

Further chapter business included a report from the Banquet and Holiday Committee; acceptance of resignation of Krisha Langton, TRMC, city secretary, Sealy, from the position of treasurer; appointment of Dayl Cooksey, city secretary, Sealy, to the position of treasurer; appointment of Lee Woodward, TRMC, city secretary, Huntsville, to the position of historian; and installation of the newly appointed treasurer and historian.

September 2012 Meeting

The chapter was on the road again, this time landing in Morgan's Point. President Sharon Harris called the meeting to order at the City of Morgan's Point Museum and Archives and welcomed members. President Harris recognized newly appointed city secretary of Sealy, Dayl Cooksey. She also recognized newly appointed city secretary and new chapter member Yolanda Wilson, Meadows Place.

City of Morgan's Point Mayor Pro-Tem Michael Bechtel gave an in-depth presentation on the rich history of Morgan's Point and the hard work included in creating the Museum and Archives.



Patrice Fogarty, TRMC, city secretary, La Porte; **Elaine Herff, TRMC**, city secretary, Meadows Place; **Glenda Gunderson, TRMC**, city secretary, Sugar Land; and **Pauline Small, TRMC**, city secretary, Webster, at the retirement party of Elaine Herff in Meadows Place.

SALT GRASS CHAPTER

Texas Alcoholic Beverage Commission's Regional Director, Robert Saenz, and Richard Willis, Regional Licensing Supervisor, discussed the commission's procedures, licensing, enforcements, and permits as they relate to the municipal governments with Harris and Fort Bend counties.

Crystal Roan, TRMC, deputy city secretary, Webster, was pleased to announce the chapter's Scholarship Committee is proposing the creation of the Salt Grass Chapter Patrice Fogarty Athenian Dialogue Scholarship. The chapter agreed to consider creation of the scholarship at the next meeting.

Sandra Watkins, TRMC, city secretary, Deer Park, discussed the Chapter's 2013 Annual Public Information Workshop. The chapter selected Wednesday, March 20, 2013.

October 2012 Meeting

The Salt Grass Chapter made a full circle back to the original meeting place at Texas Land and

Cattle in Houston. President Harris promptly called the meeting to order and welcomed members in attendance.

Donna Johnson, Olson & Olson, gave an edifying presentation on email retention and social media and how they relate to the Texas Public Information Act and Texas State Library Records Retention Schedule.

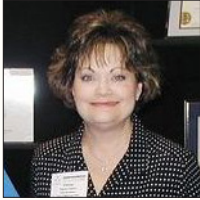
While lunch was being served, President Harris showed photos of her lovely new granddaughter. London Makayla Crawford was born September 18, weighing 6 pounds, and measured 20 inches. President Harris is a proud first-time grandmother. Congratulations Sharon and family!

Patrice Fogarty, TRMC, city secretary, La Porte, reviewed, on behalf of the chapter's Bylaws Committee, the proposed amendments regarding the chapter bylaws. The chapter will consider the amendments at the November meeting.



The Salt Grass Chapter congratulates President Sharon Harris, TRMC, city secretary, La Porte, on the birth of her first granddaughter, London Makayla Crawford!

SALT GRASS CHAPTER



*The new
Salt Grass Chapter
Patrice Fogarty
Athenian Dialogue
Scholarship Program
has been named in
recognition of
La Porte City Secretary
Patrice Fogarty, TRMC,
in honor of her
commitment to
professional growth
and to the
Salt Grass Chapter.*

Patrice also reported on behalf of the Nominating Committee and stated two chapter members would like to be considered for the position of historian and a member for each of the positions of treasurer and secretary. The chapter will vote for the historian position and consider election of the 2013 slate of officers at the November meeting.

The chapter proudly approved donation of funds toward the travel stipend for the TMCA president and to TMCA's Dorothy F. Byrd Scholarship, Dr. Joyce Snay Scholarship, and the Lila Fern Martin Scholarship.

The chapter eagerly approved the creation of the **Salt Grass Chapter Patrice Fogarty Athenian Dialogue Scholarship Program**. This program is named in recognition of La Porte City Secretary Patrice Fogarty, TRMC, and her commitment to professional growth and to the Salt Grass Chapter. The Scholarship Program will pay up to \$100.00 of registration and book costs incurred for attending an Athenian Dialogue sponsored by the International Institute of Municipal Clerks.

The chapter's next meeting was scheduled for November 7 in Webster. Webster City Secretary Pauline Small, TRMC, and Deputy City Secretary Crystal Roan, TRMC, will host the meeting. ★

TMCA CHAPTER NEWS

South Plains Chapter

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



The South Plains Chapter met on June 20 at Ruby Tequilas in Lubbock. The meeting was hosted by the Ransom Canyon City Secretary Murvat Musa, TRMC.

Murvat Musa introduced David Rodriguez from Texas Municipal Retirement System. David gave a very informative presentation on TMRS, its history, plan design, benefits, economics, plan provisions, and benefit variables.

President Toni Chrestman, TRMC, city secretary, Slaton, called the meeting to order, welcoming members and our two guests: Lauren Eubank from the City of Crosbyton, and Chase Patton, Field Services Representative, TML Intergovernmental Risk Pool.

President Toni Chrestman read a thank-you note from Lubbock City Secretary Becky Garza, TRMC, on behalf of Lubbock Assistant to the City Secretary Jennifer Clements receiving the South Plains Chapter scholarship.

LeAnn Gallman, TRMC, city secretary, Muleshoe, reminded everyone of the upcoming TMCCP Graduate Institute Seminar in October in San



Guest speaker David Rodriguez of Texas Municipal Retirement System.

SOUTH PLAINS CHAPTER

Marcos. The chapter decided to donate a \$100.00 gift card as a door prize for the TMCCP Graduate Institute.

The June minutes and the treasurer's report were approved.

Jodie House asked for everyone to register for the annual 2012 Chapter Seminar to be held on September 26 at the Lubbock Garden and Arts Center.

Sue Castle reported that Xcell Energy has approved \$500.00 in scholarship money for our chapter.

The chapter decided to donate \$500.00 each for the TMCA Dorothy Byrd, Lila Fern Martin, and Dr. Joyce Snay scholarships.

2013-2014 Nomination Committee Chair Maria Hatchett stated the 2013-2014 slate of officers will be: President Maria Hatchett, TRMC, city secretary, Lamesa; Vice President Brenda Shaw, TRMC, city secretary/manager, Morton; Treasurer Sharon Trumble, city secretary, New Deal; Secretary Belinda Terrell, city secretary, Whiteface; Historian Jodie House, city secretary, Crosbyton; and Director Kim Perez, city secretary, Ralls.

Beth Walls announced that the directory is finished and that Kirk Franklin, president, Franklin Legal Publishing, is publishing it for the chapter.

The next meeting was set for December 19, and Deana Watson, TRMC, city secretary, Post, will host. ★

Members and guest attending were:

Lillian Atkinson, city secretary, Dickens
 Jo Ann Beard, TRMC, city secretary, Smyer
 Sue Castles, Xcell Energy
 Toni Chrestman, TRMC, city secretary, Slaton
 Kami Eady, city secretary, Hale Center
 Joe Esparza, administrative assistant, Lubbock
 Kathy Field, Slaton
 Linda Garcia, clerk, Ralls
 Becky Garza, TRMC, city secretary, Lubbock
 Nancy Hale, TRMC, city secretary, Spur
 Thomas Harris III, TRMC, deputy city secretary, Lubbock
 Maria Hatchett, TRMC, city secretary, Lamesa
 Jodie House, city secretary, Crosbyton
 Monica Lopez, city secretary, Lorenzo
 Muvat Musa, TRMC, city secretary, Ransom Canyon
 Laurie Odom, clerk, Post
 Veronica Olguin, deputy city secretary, Morton
 Kim Perez, city secretary, Ralls
 Pam Rowe, TRMC, city secretary, Plains
 Belinda Terrell, city secretary, Whiteface
 Sharon Trumble, city secretary, New Deal
 Beth Walls, TRMC, city secretary, Levelland
 Deana Watson, TRMC, city secretary, Post
 Toni Wilson, city secretary (ret.), Sundown

Guests:

Chase Patton, Field Services Rep., TML Intergovernmental Risk Pool
 Lauren Eubank, Crosbyton

TMCA CHAPTER NEWS

West Texas Chapter

By Historian **Marla Arizola**
City Secretary, Sterling City

The West Texas Chapter met at Mi Piaci Italian Restaurante in Odessa for the third quarterly meeting on July 18. The meeting was called to order by President Tonya Todd at 11:30 a.m. Secretary/Treasurer Karen Bullard, city secretary, Crane, called roll with 10 members present, representing 9 cities. President Tonya Todd, TRMC, city secretary, Wink, determined a quorum was present and welcomed all members and our guest.

The treasurer's report and the minutes from the second quarterly meeting on April 18 were accepted as presented.

Two \$500 scholarships per year will be awarded at the final quarterly meeting. Applications will be sent to the West Texas Chapter President. Deadline to submit applications will be by the end of the third quarter, and approval will be during the fourth quarter meeting.

Karen Bullard with the Nomination Committee for the 2013-2014 West Texas Chapter officers presented the nominations as follows: President Amy Turner, TRMC, city secretary, Midland; Vice President Norma Grimaldo, TRMC, city secretary, Odessa; Secretary/Treasurer Karen Bullard, city secretary, Crane.

Norma Grimaldo asked all quarterly reports be sent into the newsletter even if there is no meeting that quarter. Norma also asked if both the new

and old presidents would serve on a committee with the Texas Municipal Clerks Association.

Agapito Bernal spoke to the chapter members concerning Customer Service.

The next quarterly meeting was scheduled for November 14 at 11:30 a.m. at Mi Piaci Italian Restaurante in Odessa with a Christmas gift exchange.

There being no further business, the third quarterly meeting adjourned at 12:55 p.m. ★

Those present at the July meeting:

- President Tonya Todd, TRMC, city secretary, Wink
- Secretary/Treasurer Karen Bullard, city secretary, Crane
- Evelyn Ammons, city secretary, Big Lake
- Alma Acosta, city secretary, McCamey
- Elodia Gomez, McCamey
- Amy Turner, TRMC, city secretary, Midland
- Anita Sparks, city secretary, Rankin
- Laquetta Harris, city secretary, Iraan
- Norma Grimaldo, TRMC, city secretary, Odessa
- Heather Ramirez, city secretary, Pecos

Guest: Agapito Bernal, director of billing and collection, Odessa

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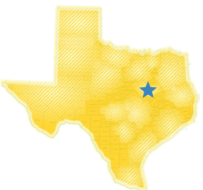
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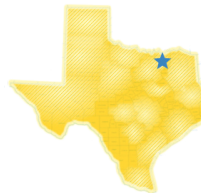
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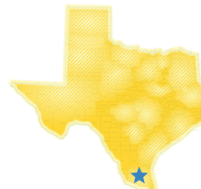
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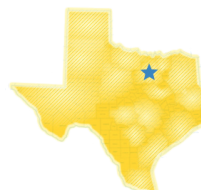
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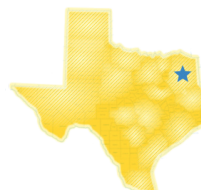
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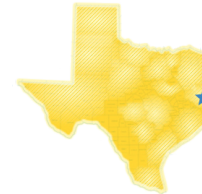
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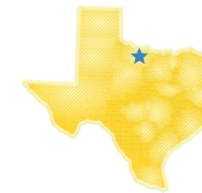
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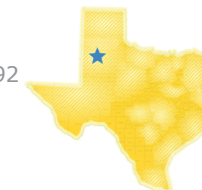
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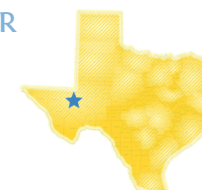
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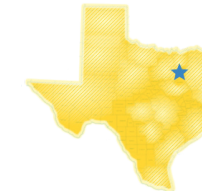
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