



Lone Star Chapter

Minutes
Lone Star Chapter
Texas Municipal Clerks Association
Monthly Meeting
March 5, 2008

1. CALL TO ORDER

President Carole Ehrlich called the meeting to order at 12:00 p.m.

2. INTRODUCTIONS

<u>Name</u>	<u>City/County</u>
Stephanie Calame	City of Wylie/Collin
Bruce Dunn	City of St. Paul/Collin
Carole Ehrlich	City of Wylie/Collin
Shelley George	City of Allen/Collin
Nan Parker	City of Frisco/Collin
Carole Kuykendall	City of Greenville/Hunt
Julie Lollar	City of Denison/Grayson
Aimee Nemer	City of Murphy/Collin
Cathy Pugh	City of Tom Bean/Grayson
Carrie Smith	City of Parker/Collin
Eddie Sturgal	City of Lowry Crossing/Collin
Christie Wilson	The Colony/Denton
Kathy Wingo	City of Lucas/Collin
Dianne Zucco	City of Plano/Collin
Kristy Land	City of Plano/Collin
GUESTS:	
Rose Sickel	City of McKinney/Collin

3. APPROVAL OF FEBRUARY 6, 2008 MINUTES (Eddie Sturgal, City of Lowry Crossing)

Carrie Smith (Parker) made a motion to approve the February 6, 2008 minutes, seconded by Kathy Wingo (Lucas). Motion passed unanimously.

4. APPROVAL OF TREASURER'S REPORTS-FEBRUARY 2008 (Christie Wilson, City of The Colony)

Kathy Wingo (Lucas) made a motion to approve the February 2008 Treasurer's report, seconded by Julie Lollar (Denison). Motion passed unanimously.

5. DISCUSSION AND POSSIBLE ACTION REGARDING THE PUBLICATION OF THE LONE STAR CHAPTER COOKBOOK (Julie Lollar, Fundraiser/Scholarship Committee Chair)

Eddie Sturgal (Lowry Crossing) made a motion to receive bids on the cookbook, seconded by Julie Lollar (Denison). Motion passed unanimously.

6. DISCUSSION REGARDING THE APRIL 2, 2008 MEETING IN RICHARDSON. (Invitation to Council, timeframe for presentation, short business meeting, RSVP deadline)

The Lone Star Chapter members discussed and approved inviting Council Members, Mayors and City Managers to the Chapter meeting. It was also approved that the Lone Star Scholarships would be awarded at the April 2, 2008 meeting. Members were reminded to RSVP by the deadline.

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE RECORDS MANAGEMENT DAY AUGUST 17, 2008. (Registration Fee, Vendor Booths, Flyers, Topics) (K. Wingo, C Ehrlich)

Lone Star Chapter members approved the date of July 17, 2008 as the date of the Records Management Work Day. Members also approved the registration fee as \$40.00 for the first attendee and \$30.00 for each additional attendee. Discussion followed regarding vendor booths and flyers.

8. ROUNDTABLE DISCUSSION – TMCA MUNICIPAL CLERKS HANDBOOK- CHAPTER 5 "PUBLICATION REQUIREMENTS AND POSTING" (Kathy Wingo).

Due to time constraints, the consensus of the members was to postpone the Roundtable Discussion to a later date.

9. ANNOUNCEMENTS

A. COMMITTEE REPORTS

• **Scholarship Applications (Julie)**

Scholarship Applications (Julie)
"Clerk of the Year" (Elaine)

B. UPCOMING MEETINGS

- April 2, 2008 – (City of Richardson - Presentation-Promoting the City secretary's Office-Invite Council and or City Manager)
- May – No Meeting – Election Time!


C. UPCOMING SEMINARS

- April – Municipal Finance (Irving) April 10-11, 2008.
- June – Municipal Personnel Management (Nassau Bay) June 12-13, 2008


10. ADJOURN

With no further business, President Ehrlich adjourned the meeting at 1:08 p.m.

Respectfully Submitted:


Eddie Sturgal, Secretary

Approved:


Carole Ehrlich, President