



# Lone Star Chapter

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**Minutes**  
**Lone Star Chapter**  
**Texas Municipal Clerks Association**  
**Monthly Meeting**  
**August 6, 2008**

**1. CALL TO ORDER**

President Carole Ehrlich called the meeting to order at 12:15 p.m.

**2. INTRODUCTIONS**

Name	City/County
Stephanie Calame	City of Wylie/Collin
Sandy Hart	City of McKinney/Collin
Bruce Dunn	City of St. Paul/Collin
Carole Ehrlich	City of Wylie/Collin
Lisa Henderson	City of Pilot Point/Denton
Vickie Varnau	City of Pilot Point/Denton
Carole Kuykendall	City of Greenville/Hunt
Julie Lollar	City of Denison/Grayson
Vickie Faulkner	City of Celina/Collin
Aimee Nemer	City of Murphy/Collin
Debbie Newell	City of Greenville/Hunt
Eddie Sturgal	City of Lowry Crossing/Collin
Gayle Walton	City of Wylie/Collin
Christie Wilson	The Colony/Denton
Kathy Wingo	City of Lucas/Collin
<b>GUESTS:</b>	
Champ Walker	City of Pilot point
Sherry Brown	City of Pilot Point
Catherine Ritchie	Cross Roads
Andy Messner	Speaker


3. **SPEAKER-City Attorney, Andy Messer (Messer, Campbell, & Brady)**  
Mr. Messer spoke about Open Records and Open Records. Also Mr. Messer spoke in great detail of what is a quorum and what is not a quorum. Mr. Messer spoke on the E-Mail issues and all other related issues. President Elect Kathy Wingo presented Mr. Messer with a gift card.
  
4. **APPROVAL OF JUNE 4, 2008 MINUTES (Eddie Sturgal, City of Lowry Crossing).**  
Eddie Sturgal, (Lowry Crossing) made a motion to approve the June 4<sup>TH</sup>, 2008 minutes. Seconded by Christie Wilson, (The Colony). Motion Passed Unanimously.
  
5. **APPROVAL OF TREASURER'S REPORTS-June/July 2008 (Christie Wilson, The Colony).**  
Eddie Sturgal, (Lowry Crossing) made a motion to approve the June/July 2008 Treasurer's Report, Seconded by Julie Lollar, (City of Denison). Motion Passed Unanimously.
  
6. **LSC 2008 RECORD MANAGEMENT WORK DAYREPORT AND DISCUSSION AND POSSIBLE ACTION REGARDING SETTING THE DATE FOR THE RECORDS MANAGEMENT DAY 2009 AND ALLOCATION FOR REVENUES OVER EXPENSES. (Christie Wilson, Carole Ehrlich, Kathy Wingo, Shelley George).**  
Discussion was done on which Thursday to have the Work day either on the 2<sup>ND</sup> or 3<sup>RD</sup> Thursday of July 2009. The members asked that Carole Ehrlich, (City of Wylie) check and see what date would be available. Sandy Hart, (City of McKinney) made a motion to revenues collected to go to the Scholarship Fund, seconded by Eddie Sturgal, (City of Lowry Crossing). Motion Passed Unanimously.
  
7. **UPDATE REGARDING THE PUBLICATION OF THE LONE STAR CHAPTER COOKBOOK (Aimee Nemer, Fundraiser/Scholarship Committee-Sandy Hart, Publication).**  
Sandy Hart, (City of McKinney) stated that the cookbooks were ready. She also passed around a copy so everyone could see it. Chapter members seemed to like the cookbook.
  
8. **CONSIDER AND ACT UPON THE SALE PRICE OF THE LONE STAR CHAPTER "CLERKS IN THE KITCHEN" COOKBOOK.**  
Sandy Hart, (City of McKinney) stated that the cost of publishing the cookbook had went up because they decided to use the color in the cookbook as they did on the cover. It was stated that the Board had agreed to \$15.00 for the cookbook and now it has become before the members for a vote on the price. Carole Kuykendall, (City of Greenville) stated that we had already voted on the price of \$10.00. President Ehrlich stated that the cost of publishing the cookbook went up. Sandy Hart, (City of McKinney) made a motion to charge \$15.00 for the LSC Cookbook, seconded by Eddie Sturgal, (City of Lowry Crossing). Motion Passed.
  
9. **PRESENTATION OF THE 2008-2009 LSC SLATE OF OFFICERS. (Carole Kuykendall, Nominating Chair).**  
Carole Kuykendall, (Nominating Chair) along with members Pam Schmidt, (City of Richardson), Aimee Nemer, (City of Murphy) presented the slate of officers for 2008-2009. Upon previously receiving clarification from the Executive Committee regarding the interpretation of the Chapter's

bylaws that a member need not hold the actual title of city/clerk/secretary or deputy/assistant city clerk/secretary, but consider work history and other qualifications, i.e, TMCCP certification , the committee presented for election in September the following names.

President-Kathy Wingo, (City of Lucas)  
President Elect-Eddie Sturgal, (City of Lowry Crossing)  
Secretary-Gayle Walton, (City of Wylie)  
Treasurer-Christie Wilson, (City of The Colony)  
Historian-Julie Lollar, (City of Denison)

**10. EXECUTIVE COMMITTEE**

**11. ANNOUNCEMENTS-Committee Chair Instructions/Forms(FOR New Committee Chairs)  
President Ehrlich**

**A. COMMITTEE REPORTS**

Membership (Gayle Walton)  
Budget (Bruce Dunn)

**B. UPCOMING MEETINGS**

\*September 3, 2008 Regular Meeting (The Colony) Roundtable  
\*September 30, 2008 Regular Oct. Meeting (City of Rowlett) Installation of 2008-2009 LSC Officers  
\*November 5, 2008 Regular Meeting (City of Wylie) Disaster Recovery Plan  
(Sample disaster plan-Presented by BMS-CAT).  
**Records Management work day on July 17, 2008**  
August Chapter meeting in Pilot Point


**C. UPCOMING SEMINARS**

\*August 7-8, 2008 Open records and Open Meetings (Tyler)  
\*October 2-3, 2008 Graduate Institute (Dallas)

**10. ADJOURN**

With no further business, President Ehrlich adjourned the meeting at 1:00 p.m.

**Respectfully Submitted:**

  
**Eddie Sturgal, Secretary**

**Approved:**

  
**Carole Ehrlich, President**