

Minutes
Lone Star Chapter
Texas Municipal Clerks Association
Monthly Meeting
October 6, 2005

1. CALL TO ORDER

President Sandy Hart called the meeting to order at 12:20 with the following present:

Name	City/County
Shelley George	Allen/Collin
Vicki Faulkner	Celina/Collin
Nina Jones	Denison/Grayson
Julie Lollar	Denison/Grayson
Nan Parker	Frisco/Collin
Debra Newell	Greenville/Hunt
Carole Kuykendahl	Greenville/Hunt
Barbara Alavarado	Howe/Grayson
Heather Lacy	Krugerville/Denton
Kathy Wingo	Lucas/Collin
Sandy Hart	McKinney/Collin
Beverly Covington	McKinney/Collin
Pearly Sharkey (Sandy's Mom)	McKinney/Collin
Tammy Mills	McKinney/Collin
Betty Cosgrove	McKinney/Collin
Cathy Lennox	McKinney/Collin

Name	City/County
Aimee Nemer	Murphy/Collin
Marla Barth	Nevada/Collin
Janice Ellis	Paris/Lamar
Elaine Bealke	Plano/Collin
Diane Zucco	Plano/Collin
Sara Thetford	Prosper/Collin/Denton
Shanae Jennings	Prosper/Collin/Denton
Pam Schmidt	Richardson/Dallas/Collin
Dorothy Brooks	Rockwall/Rockwall
Kathy Wilkerson	Rowlett/Dallas/Rockwall
Beth Woodson	Savoy/Fannin
Rosa Rios	Seagoville/Dallas
Bruce Dunn	St. Paul/Collin
Mary Lynne Stratta	TMCA Board
Cathy Pugh	Tom Bean/Grayson
Carole Ehrlich	Wylie/Collin

2. DOROTHY BROOKS – INTRODUCTION TMCA PRESIDENT, MARY LYNNE STRATTA

Vice-President Brooks gave a brief introduction of honored guest, TMCA President Mary Lynne Stratta. Vice-President Brooks stated that Mary Lynne was appointed City Secretary to the City of Bryan in 1990, is a graduate of the Texas Municipal Clerks Certification Program, was awarded the Certified Municipal Clerk designation in 1996, and was certified as Master Municipal Clerk by IIMC in 2004. She also stated that Mary Lynne has been named City Clerk of the Year on four different occasions by the TMCA Capital Chapter, and was named City Secretary of the Year for the State of Texas by the TMCA.

3. INSTALLATION OF OFFICERS

President Stratta thanked everyone for attending this special meeting and she encouraged all in attendance to stay involved in their local chapter as well as the state organization, TMCA. Ms. Stratta also encouraged us to be involved in the Texas Municipal Clerks Certification Program and continue our professional education. She explained how important it is to participate in these associations and to help our City counterparts and leaders to understand the importance as well.

President Stratta stated that she was very hopeful about the new chapter and it is obvious by the attendance today that a chapter for this area is necessary. She stated that she was honored to be able to administer oaths to the first slate of officers for the new chapter.

President Stratta proceeded with the installation of officers beginning with Historian Carole Ehrlich. She first presented Ms. Ehrlich with a scrapbook to assist with preservation of the chapter's history. President Stratta presented Ms. Ehrlich with a yellow rose which symbolizes friendship and she stated that Ms. Ehrlich's job is to capture the friendships and history created through the activities of the chapter. Ms. Stratta then administered the oath of office for Historian, Carole Ehrlich.

President Stratta presented Ms. Aimee Nemer with an orange rose which stands for pride and enthusiasm. She stated that the office of secretary is to take pride in documenting and preserving all official records for the chapter and to encourage and inform the membership with enthusiasm. President Stratta administered the oath of office for Secretary, Aimee Nemer.

President Stratta presented Ms. Nan Parker with a white rose representing purity. She stated that the office of treasurer is one of integrity with special attention to detail and accuracy to ensure the chapters success. President Stratta administered the oath of office for Treasurer, Nan Parker.

President Stratta presented Ms. Dorothy Brooks with a pink rose representing hope. She stated that the office of vice-president should encourage great aspirations for the chapter and be supportive to the president and ready to stand in as necessary. President Stratta administered the oath of office for Vice-President, Dorothy Brooks.

President Stratta then presented Ms. Sandy Hart with a red rose representing courage, respect, and love. Ms. Stratta commended Ms. Hart for the courage it takes to stand up and be a leader as she has in establishing this new chapter. She stated that it is obvious that Ms. Hart is respected among her peers who have attended today and she said that it takes love of the organization to serve as a leader. President Stratta stated that Ms. Hart would be the link between the chapter and the state organization and reminded her of the importance of that duty. President Stratta administered the oath of office to President, Sandy Hart.

President Hart thanked TMCA President Stratta for attending and administering the oaths to the first slate of officers. President Stratta congratulated all of the members of the Lone Star Chapter and encouraged us to learn, teach, lead, and serve with passion.

4. APPROVAL OF THE MINUTES FROM THE MEETING HELD ON AUGUST 11, 2005.

Vice-President Dorothy Brooks made a motion to approve the August 11, 2005 Minutes. The motion was seconded by Shelley George. A vote was taken and passed unanimously.

5. DISCUSS/ACT ON SELECTION OF LONE STAR LOGO

Logo Committee Chair Aimee Nemer presented the two logo choices to the membership stating that these were the recommendations of the logo committee comprised of Carole Ehrlich, Wylie; Rosa Stovall, Lavon, Carole Kuykendahl, Greenville; Dorothy Brooks, Rockwall; and Sandy Hart, McKinney.

Pam Schmidt made a motion to approve the logo titled number A. The motion was seconded by Carole Ehrlich. A vote was taken and passed unanimously.

6. DISCUSS/ACT ON SELECTING MONTHLY MEETING DATES

President Hart gave a brief overview of the selection of meeting dates explaining that originally the second Thursday was chosen, but for those who would like to maintain dual membership and participate in NTMCA meetings, which are the second Wednesday; it has been suggested to choose another Thursday.

Vice-President Dorothy Brooks made a motion to designate the first Thursday as the regular meeting time. Kathy Wingo seconded the motion. A vote was taken and passed unanimously.

President Hart noted that the November 10th and December 8th meetings would remain as scheduled since they were previously planned by hosting cities.

7. DISCUSS/ACT ON APPROVAL OF CHAPTER BY LAWS

President Hart noted one change to the bylaws being there would be no meetings for the months of January, May, and July. She explained that January was due to the Election Law Seminar, May was due to elections, and July was a free summer month.

Nina Jones made a motion to approve the bylaws. Carole Kuykendahl seconded the motion. A vote was taken and passed unanimously.

8. DISCUSS/ACT ON RESOLUTION ESTABLISHING BANKING FACILITIES

Treasurer Nan Parker presented a Resolution establishing Prosper State Bank as the banking facility for the chapter. She stated that each year with a new treasurer, a new resolution for a banking facility could be presented. She explained that the Resolution authorized 3 signatures, being the President and the Vice-President or Treasurer. She stated that the Resolution required two signatures on checks.

Pam Schmidt suggested revising the Resolution to require only one signature by one of the three authorized signatories.

Pam Schmidt made a motion to approve a Resolution establishing Prosper State Bank as the chapter's banking facility and authorizing the President, Vice-President, or Treasurer to be the designated signatories. Vice-President Dorothy Brooks seconded the motion. A vote was taken and passed unanimously.

9. DISCUSS/ACT ON FY 2005-2006 BUDGET

Kathy Wingo made a motion to approve the FY 2005-2006 budget as proposed. Vice-President Dorothy Brooks seconded the motion. A vote was taken and passed unanimously.

10. ANNOUNCEMENTS

a. DONATION OF DIGITAL CAMERA BY AIMEE NEMER

Secretary Nemer explained that she had won a digital camera at the TMCA Legislative Update Seminar in August and wished to donate it to the chapter to be passed on each year to the Chapter Historian.

b. COMMITTEE VOLUNTEER SIGN UP SHEET

President Hart passed out a sign up sheet for committees and stated she would notify those interested of their assignments.

c. NOVEMBER MEETING – DATE AND LOCATION

President Hart reminded attendees of the meeting to be hosted by the City of Denison on November 10. She stated that details would be in the newsletter.

Secretary Nemer asked members to indicate their preference of the monthly newsletter being mailed or only emailed.

11. ADJOURN

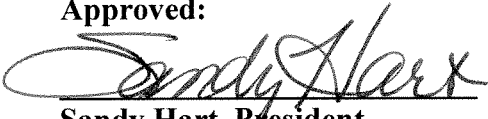
With no further business, the meeting was adjourned at 12:50.

Respectfully Submitted:



Aimee Nemer, Secretary

Approved:



Sandy Hart, President