

## **ADVISORY MANAGEMENT COMMITTEE (See Bylaws-Article IX, Section 1)**

Purpose: The Advisory Management Committee, as revised by the membership of the Texas Municipal Clerks Association, Inc., in September 2004, shall consist of five voting members: the current TMCA, Inc., President, the current TMCA, Inc., President-Elect, the immediate Past President, another Past President to be appointed by the incoming TMCA, Inc., President, and the current Chair of the Texas Municipal Clerks Certification Program of TMCA, Inc.

The AMC shall have the responsibility for ensuring compliance of all policies and procedures established by the Executive Board pertaining to the TMCCP and shall act as a liaison for the Executive Board and both the Education Director and Administrative Director. The main focus of the AMC, in addition to the annual performance evaluations of the TMCA, Inc./TMCCP Administrative Director and Education Director, shall be the long-range planning for the association.

<b>Name</b>	<b>City</b>	<b>Notes Committee members elect chair and secretary</b>	<b>Term (One Year)</b>
Jannette Goodall	Fort Worth	Chair, Past President	2025
Alicia Richardson	North Richland Hills	President	2025
Gretchen Mercer	Canyon	President-Elect	2025
Lee Woodward	La Porte	Immediate Past President	2025
Crystal Dozier	Willow Park	Certification Committee Chair	2025
Miriam Sheehan	TMCA	TMCCP/TMCA Administrative Director - Non-voting member	2025
Dr. Amy Holt	TMCA	TMCCP/TMCA Education Director - Non-voting member	2025

**AUDIT COMMITTEE (One-year term)**

Purpose: examine the TMCA, Inc., financial records. Procedures have been established by the Executive Board. This committee meets during the annual TMCCP Election Law Seminar.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Belinda Berg	Cedar Hill	Chair	1/1/2025 - 12/31/2025
Stephanie Coggins	Amarillo		01/01/2025 – 12/31/2025
Lindy Forsyth	Lefors		01/01/2025 – 12/31/2025
Kara Andrepont	Lukin	Board Liaison	01/01/2025 – 12/31/2025

**AWARD OF EXCELLENCE COMMITTEE (Two-year, staggered terms)**

Purpose: select award recipients for TMCA Award of Excellence based on criteria as outlined and approved by the Executive Board. Membership for this committee shall consist of at least five members serving two- year staggered terms.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Carla Oldacre	Greenville	Chair, 2025	2024, 2025
Geoffrey Calderon	Alpine		2025, 2026
Kelly Ballard	Keller		2025, 2026
Jennifer Kirkland	Kyle		2025, 2026
Caitlan Biggs	Little Elm		2024, 2025
Crystal Roan	Missouri City	Board Liaison	2025

**AWARDS COMMITTEE (One-year term)**

Purpose: select one recipient for the TMCA Emerging Leader award based on merit and eligibility criteria outlined and approved by the Executive Board.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Michelle L. Sirianni	Prosper	Chair	2025

Christi Wynn	Brownwood		2025
Kirsten Garcia	Richwood		2025
Michelle Perez	Angleton		2025
Rachel Dominguez	Windcrest		2025
Mona Lisa Galicia	Grand Prairie	Board Liaison	2025

### **BYLAWS COMMITTEE (Three-year term)**

Full review to be completed every three years with intermittent review as requested by the Executive Board, TMCA/TMCCP Staff, or the membership. All amendments shall be presented to the Executive Board for review and recommendations with adoption consistent with the Bylaws procedures. This committee shall consist of one Certification Committee member (excluding the Certification Committee Chair) and five TMCA members. The President-Elect, Vice President, and Immediate Past President are ex-officio members of the committee.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Christine Green	University Park	Chair	2024, 2025, 2026
Erika Brady	Austin	Certification Committee Member	2025
Maria Jackson	Humble		2025, 2026, 2027
Lisa Cabrera	Krum		2024, 2025, 2026
Laura Calcote	Killeen		2025, 2026, 2027
Melissa Brunner	Bryan		2024, 2025, 2026
Gretchen Mercer	Canyon	President Elect, ex-officio member	2025
Michelle Hicks	Waco	Vice President, ex-officio member	2025
Lee Woodward	La Porte	Immediate Past President, ex-officio member	2025
Frances Aguilar	Pearland	Board Liaison	2025

### **CERTIFICATION COMMITTEE (Two-year terms)**

Purposes: (1) promote the Texas Municipal Clerks Certification Program and set the policies and procedures for the operation of the Certification Program; and (2) award the TMCCP seminar registration scholarships and travel stipends. This committee shall attend the Graduation Ceremony to assist with the graduation ceremony. The committee meets in person or remotely twice per year as scheduled by the Committee. At least one meeting must be attended in-person. For special called meetings, the committee deliberates by phone, email, or web conferencing. Members being considered for service on the Certification Committee must submit a letter of support from the mayor or city manager prior to final appointment by the TMCA, Inc., President Elect.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Crystal Dozier	Willow Park	Chair	2025, 2026
Tracylynn Garcia	Tomball		2024, 2025
Laurie Cassidy	Blanco		2025, 2026
Erika Brady	Austin		2024, 2025
Amanda Morales	La Feria		2025, 2026
Lee Woodward	La Porte	Immediate Past President, ex-officio member	2025
Alicia Richardson	North Richland Hills	President, ex-officio member member	2025
Gretchen Mercer	Canyon	President Elect, ex officio member	2025
Miriam Sheehan	TRMC Staff		
Amy Holt	TRMC Staff		

### **ELECTION RESOURCE TEAM (Two-year term)**

Purpose: Provide outstanding resources to our membership

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Ivy Peterson	Cleburne	Chair	2024, 2025
Angie Wade	Ennis		2024, 2025
Kristi Morrow	Frisco		2025, 2026
Kandice Garrett	Aransas Pass		2025, 2026
Becky Sims	Lampasas		2025, 2026
Amy Holt	TMCA		

## **MEMBERSHIP COMMITTEE (Two-year terms)**

Purpose: contact and inform municipal clerks, mayors and city managers not involved with TMCA, Inc., and TMCCP about the benefits and services of the Association. The membership committee is also responsible for administering the Clerks Mentor Program. Information and mail-out procedures have been established by the Executive Board. Members must be current chapter presidents or their designees.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Lisa Cabrera	Krum	Chair	2025
Christi Wynn	Brownwood		2025
Miguel Cantu	Grey Forest		2025
Vanessa Magallanes	Midland		2025
Alice Holloway	Joshua	Board Liaison	2025

## **MUNICIPAL CLERK OF THE YEAR COMMITTEE (One-year term)**

Purpose: select one Texas municipal clerk as the recipient of the award. Criteria and a point system for evaluating service has been established by the Executive Board.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Ivy Peterson	Cleburne	Chair	2025
Amy Casey	Belton		2025
Joshua Stevenson	Fairview		2025
Maria Bentley German	Midland		2025
Monica Solko	Burleson		2025
Rachel Dominguez	Windcrest		2025
Stefanie Coggins	Amarillo		2025
Susan Greenwood	New Fairview		2025
Michael Muscarello	Webster	Board Liaison	2025

### **NOMINATING COMMITTEE (One-year term)**

Purpose: nominate qualified members for the TMCA, Inc., Executive Board. Factors such as service to local chapter and TMCA, Inc., geographic representation, and population of city are considered in the effort to create a statewide representation. One member shall have served on the Nominating Committee.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Terms</b>
Monica Solko	Burleson	Chair	2025
Maria Bentley German	Midland		2025
Elanna Killian	Humble		2025
Tenitrus Bethel	McKinney		2025
Thomas Harris			2025
Alicia Richardson	North Richland Hills	President, non-voting member	2025
Gretchen Mercer	Canyon	President-Elect, non- voting member	2025

### **RESOLUTIONS COMMITTEE (One-year term)**

Purpose: select, write, and proof-read resolutions that recognize benchmark accomplishments to honor outstanding members throughout the state. The Chair or designee will present the Resolutions during the TMCA, Inc., Awards Event held at the TMCCP Graduate Institute.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Amber Villareal	Waxahachie	Chair	2025
Angela Smith	Deer Park		2025
Becky McGrew	Katy		2025
Christi Wynn	Brownwood		2025
Jennifer Kirkland	Kyle		2025
Traci Henderson	North Richland Hills		2025
Shawna Atkinson	Abilene	Board Liaison	2025

### **RETIREMENT COMMITTEE (One-year term)**

Purpose: collect the names of and information about TMCA, Inc., members who retire during the year. The chair works closely with the TMCA Inc., office throughout the year to maintain a list of current retirees. The chair or designee will make a presentation honoring the retirees during the TMCA, Inc., Awards Event held at the TMCCP Graduate Institute. If a retiree cannot attend the Graduate Institute, an effort will be made to present at the local chapter or city retirement event.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Shelley George	Allen	Chair	2025
Laure Morgan	The Woodlands Township		2025
Diana Boone	Dripping Springs		2025
Cynthia Olguin	Hutchins		2025
Elisa Morales	Garland		2025
Tina Stewart	Colony	Board Liaison	2025

### **SCHOLARSHIP COMMITTEE (One-year term)**

Purpose: select the recipients of all major scholarships sponsored by TMCA and approved vendors to be used for TMCCP certification or recertification and for continuing college or university studies.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Becky Sims	Lampasas	Chair	2025
Cynthia Olguin	Hutchins		2025
Jennifer Stubbs	Garland		2025
Carla Oldacre	Greenville		2025
Gladis Sanchez	Pearland		2025
Lisandra Leal	Burleson		2025
Bobbie Jo Taylor	Kennedale	Board Liaison	2025

## STRATEGIC PLANNING COMMITTEE (One-year term)

Purpose: the committee works to further the implementation of the strategic plan as approved by the Executive Board. The members of the committee must be familiar with the strategic plan and be committed to taking actions to accomplish the work necessary to execute the strategic plan. This may mean taking steps to implement specific parts of the document (i.e., the strategic plan), working to create specific steps useful to implementing specific parts of the document, or working with other TMCA members who demonstrate mastery in certain aspects of the skills necessary to implement specific parts of the document. **This committee shall consist of four current board members (two of the four members must be the president-elect and the vice president), three members of TMCA, and one past board member.**

Name	City	Notes	Term
Gretchen Mercer	Canyon	President-Elect/Chair	2025
Michelle Hicks	Waco	Vice-President	2025
Roxanne Benitez	Stafford	TMCA Board Member	2025
Tina Stewart	Colony	TMCA Board Member	2025
Robyn Densmore	Georgetown	Served on committee in 2024	2025
Rhomari Leigh	Texas City		2025
Becky McGrew	Katy		2025
		Past Board Member	2025

## TECHNOLOGY COMMITTEE (Two-year term)

Purpose: monitor the list serve to maintain the professional and ethical standards established by the Executive Board and other technology projects as assigned to facilitate communication and to save funds.

Name	City	Notes	Term
Melissa Brunner	Bryan	Chair, 2025	2024, 2025
Mayra Rios	Wilmer		2025, 2026
Jean Dwinnell	Bridgeport		2024, 2025
Katherine Cenicola	Fort Worth		2025, 2026



Belinda Berg	Cedar Hill		2025, 2026
Stephanie Storm	Wylie	Board Liaison	2025

### **TML BOOTH COMMITTEE (One-year term)**

Purposes: (1) select and purchase the TMCA, Inc., promotional give-away item with approval by the TMCA Executive Board; (2) assist staff with the set-up and take-down of the TMCA, Inc., exhibition booth; (3) create and monitor a work schedule of volunteers to be with the booth during the Annual TML Conference. Members must reside in the surrounding area of the TML annual conference host city.

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Lisa Cabrera	Krum	Chair	2025
Lone Star Chapter Members			
Yellow Rose Chapter Members			
Deborah Sorensen	Royse City	Board Liaison	2025

### **TML REPRESENTATIVE (Two-year term)**

<b>Name</b>	<b>City</b>	<b>Notes</b>	<b>Term</b>
Gretchen Mercer	Canyon		2025