

TMCA NEWS



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TMCA President Lydia Lopez, TRMC City Secretary, Hewitt

President’s Message “Living Your Best Life”

Most of you are familiar with the author Stephen R. Covey who wrote *The Seven Habits of Highly Effective People*. In contemplating what I would write for this newsletter, I found his “Seven Cardinal Rules of Life.” After reading them several times, I decided these rules were what I felt compelled to share with you.

The first rule is to make peace with your past so it won’t disturb your present. As Stephen R. Covey says, “Your past does not define your future—your actions and beliefs do.” We all make mistakes in our life. I, for one, will admit to a multitude of mistakes in my life. The lesson here is to learn to forgive yourself for those past mistakes. Leave your past mistakes behind you and your future will be brighter.

The second rule is, “What others think of you is none of your business. It is how much you value yourself and how important you think you are.” It is difficult not to wear

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PRESIDENT'S MESSAGE

your heart on your sleeve. There will always be others who judge us without really knowing who we are and what we stand for. You have control of what you think about yourself. Don't let others take that control away. Your worth is what you determine it to be. What do you think of yourself?

The third rule is, "Time heals almost everything." Give it time. All of us have been hurt by someone or something that has happened in our lives. Are you still dealing with past pain? If so, try forgiving that someone who hurt you. Forgiveness is the way to redemption. Once we forgive, it is only a matter of time until the healing process begins.

The fourth rule is that no one is in charge of your happiness except you. "Waste no time and effort in searching for peace and contentment and joy in the world outside." Happiness is our choice. It is a proven fact that happiness leads to greater health, wellness, and a longer life. Just listen to a happy song and watch your mood improve.

"Happiness depends upon ourselves." —Aristotle

The fifth rule is, don't compare your life to others and don't judge them: you have no idea what their life is all about. "If we placed our problems in a pile and saw everyone else's, we would be quick to grab

ours back." We often look at other successful people and wonder why we can't live their perfect life. The reality is that we all have problems and though everything may look wonderful from the outside, that doesn't mean that it truly is. Outward appearances can be misleading. Be content with your life and don't try to live someone else's life.

The sixth rule is, "Stop thinking too much; it's all right not to know all the answers." If only we had all the answers to solve the problems of this world. Unfortunately, we don't. If that were the case, we would have a little bit of heaven on earth and that isn't happening just yet. Give it a little time and the answer will present itself unexpectedly.

The seventh rule is SMILE. This can be difficult especially with all the problems that exist in this world and in our own personal lives.

"The wisest among us — the genuine leaders — smile in the face of adversity." —Robin Sharma

Life is full of trials, tribulations, happiness, and success. But what we make of our lives is solely our responsibility. We have but one life to live. I challenge you to improve yourself personally and professionally — to make every day count. Let's live our BEST life!

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Upcoming Education & Networking Opportunities

June 14, 2017 • College Station • [Learn more & register](#)

Athenian Dialogue: "Hidden Figures" with Dialogue Leader Mary Lynne Stratta, TRMC
Education credit: *Qualifies for TMCCP education credit for those pursuing their **second or later TRMC recertification** (dependent upon participation in the dialogue along with satisfactory completion of the learning assessment). IIMC-pre-approved for two **CMC or MMC** education points.*

June 15-16, 2017 • College Station • [Learn more & register](#)

TMCCP "Municipal Budget Cycle" Seminar with Patrick Shinkle & Dr. Mike Mowery
Education credit: *TMCCP Course 3 or recertification seminar credit*

July 13, 2017 • Webster • [Learn more & register](#)

Salt Grass Chapter's Athenian Dialogue: "The Last Man on the Moon" with Dialogue Leader Lee Woodward, TRMC
Education credit: *Qualifies for TMCCP education credit for those pursuing their **TRMC recertification** (dependent upon participation in the dialogue along with satisfactory completion of the learning assessment). IIMC-pre-approved for two **CMC or MMC** education points.*

July 2017 • Amarillo, Texas

TMCA Panhandle Chapter's Records Management Class. Contact the Panhandle Chapter for more information.

August 2017

TMCA Red River Chapter's Athenian Dialogue: "Girls of the Atomic City."
Registration information to be announced.

August 17-18, 2017 • San Marcos • Registration opens in late June

TMCCP "Legislative Update" Seminar with Alan Bojorquez and a panel of expert speakers

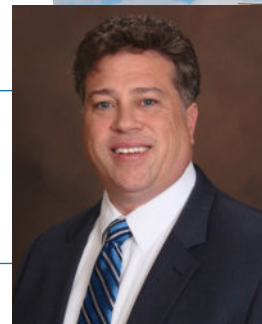
Education credit: *TMCCP Course 2 or recertification seminar credit*

September 13, 2017 • Stafford, Texas

TMCA Salt Grass Chapter's Annual Public Information Seminar. Contact **Tomika Lewis** (281-261-3902) of the Salt Grass Chapter for more information.

September 27, 2017 • Garland, Texas

TMCA Lone Star Chapter's Records Training Day. Contact the Lone Star Chapter for more information.



Attorney Alan Bojorquez and a panel of expert speakers will speak on topics including Elections, Land Use & Economic Development, Open Government & Transportation, Environment & Utilities, Ethics, Personnel & Human Resources, Public Safety, Budget, Municipal Court, and Purchasing.



Municipal Clerks Will Make the World A Sweeter Place to Live, Work, and Play at the TML Annual Conference in the Bayou City!

Volunteer Today • October 3-6, 2017, Houston

By TML Booth Committee Chair **Crystal Roan, TRMC**

City Secretary, Webster



Crystal Roan, TRMC

TMCA and the Salt Grass Chapter are in search of enthusiastic volunteers to show folks that municipal clerks make the world a sweeter place to live, work, and play at the TML Annual Conference to be held in Houston this October.

This is one of the most visible venues to showcase our profession by reaching out to other municipal clerks, as well as other cities and elected officials from all over Texas. The TML Annual Conference is another opportu-

nity to share the value and many benefits of the Texas Municipal Clerks Association!

If you plan to attend and would like to **help spread the word about TMCA and the Certification Program** by **volunteering to work at our TMCA booth for a shift or two**, please contact me at **281-316-4101** or **croan@cityofwebster.com**.

See you in the Bayou City!!

TMCA Committees—Where Can You Serve?

By TMCA President Elect **Marie Balthrop, TRMC**

City Secretary, Holliday



Marie Balthrop, TRMC

Each of us are born with our own unique gifts and talents. I am thankful that we are not all the same, and that each of us have different skills and abilities. It takes a variety of personalities and skills to make an organization successful. Where would you like to serve and use your unique gifts to make a difference in our organization? TMCA has ten committees that you can volunteer to serve on next year: Audit Committee, Certification Committee, Membership Committee, Municipal Clerk of the Year Committee, Nominating Committee, Resolutions Committee, Retirement Committee, Scholarship Committee, Technology Committee, and the TML Booth Committee. Committee service is a great way to learn more about our organization, and to network with city secretaries from all over the state. It is also a wonderful avenue for personal growth.

I know that many of you, just like me, have very little time left in your schedule to fit in another activity. As Elizabeth Andrews once said, “Volunteers do not necessarily have the time; they just have the heart.” As city secretaries/city clerks, I believe we all have the heart for service, or we would not be working in this profession. I want to assure you that your service on a TMCA, Inc., committee will not take up a huge amount of your time. Many of the committees deliberate by phone, fax or email with no travel

necessary. Please do not let your busy schedule keep you from volunteering and making a difference in our organization. Our goal is to have members from every local chapter serving on a committee. I encourage you to **read the Committee Criteria policy, and fill out the Committee Interest Questionnaire**. If you have any questions or concerns please contact me at 940-583-1202, or a TMCA/TMCCP staff member at 940-565-3488. Please return your Committee Interest Questionnaire to **Marie Balthrop, TRMC, CMC, P.O. Box 508, Holliday, TX 76366**, or email marie.balthrop@hollidaytx.org, or fax 940-586-1107. The deadline to submit your Committee Interest Questionnaire is **September 1**.

I am thankful for those that have volunteered for committees in the past and encourage you, whether this is your first or fifteenth time to serve, to volunteer for committee service. It is an honor and privilege to have this opportunity to serve TMCA, Inc., and I look forward to serving alongside of you in 2018.

Calling All 2017 Retirees!

By Retirement Committee Chair **Leticia M. Vacek, TRMC**

City Secretary, San Antonio



Leticia Vacek, TRMC

The TMCA Retirement Committee is at work on identifying and recognizing our 2017 retirees before our Annual TMCA Banquet in Austin on October 26. Recognizing our fellow members for their tenured service is of great importance. I ask that you assist us in recognizing all our retiring members.

Should you know of anyone who has recently retired or plans to retire this year, please have them complete the 2017 Retirement Information Form and notify me or any other member of the Retirement Committee listed below. I would like to thank you in advance for

your assistance in recognizing our accomplished retirees and fellow TMCA members.

For our retirees, let me leave you with these words of wisdom: retiring may be an ending, a closing, but it is also a new beginning. Stay young at heart, kind in spirit, and enjoy retirement living. Thank you for your service, and on behalf of TMCA, we look forward to recognizing you at our Annual TMCA Banquet in Austin on October 26.

Wishing you all the best in your next endeavors!

2017 TMCA Retirement Committee:

Chair Leticia M. Vacek, TRMC, San Antonio
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Jamie Lee Case, TRMC, San Marcos
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Michelle Hicks, TRMC, Lacy Lakeview
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Sherry Roberts, TRMC, White Oak
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Wendy Withers, TRMC, Shady Shores
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Amanda McCrory, TRMC, Burleson
amccrory@burlesontx.com

IIMC CONFERENCE • MAY 21-24, MONTRÉAL

It Was a Big Year for Texas At the IIMC Conference

By TMCA/TMCCP Education Director **Dr. Amy Holt, TRMC**

Twenty-three people from Texas attended the International Institute of Municipal Clerks Conference this May in Montréal, Canada. (The number is actually higher if you include guests and those who flew up to see our very own Mary Kayser, TRMC, MMC, city secretary, Fort Worth, inducted as the new president of IIMC.) The theme for this year's conference was "Passport to Education." At the Institute Directors' meeting I attended at IIMC, we had a speaker named Melissa Henley from Laserfiche. She commented on what traveling can do for someone. What our passport can mean. She said, "Travel forces us to acknowledge the changes in our surroundings and alter our behaviors as a result. It reminds us that the tools and techniques we use at home might not be applicable in a new environment—and encourages us to learn from what others may do differently from us." She also noted that travel expands our mindset and helps us recognize what it means to be a stranger in someone else's culture. I thought this was a great perspective. As municipal clerks, you are often the "front lines" for the

At top: IIMC President Mary Kayser delivers her acceptance speech after taking the oath of office as president.

Center: TMCA/TMCCP Administrative Director Peggy Burnside accepts IIMC's Institute Directors Award of Excellence.

At right: City of Frisco Assistant City Secretary Kristi Morrow and City Secretary Jenny Page with IIMC's Program Excellence in Governance Award.



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city. You work directly with citizens, staff, and elected officials who may find themselves in a new environment as they interact with local government for the first time. They may feel like a stranger in what feels like a “foreign culture.” You are their host as they learn to navigate this new surrounding. And you do it all with grace and extreme professionalism. Also, as times change you must alter the way you perform your job. As Ms. Henley said, you must modify and perhaps change “processes, procedures, policies, and attitudes” and your office as appropriate. She said that, “Education is the passport to manage change successfully.” I could not agree more.

Some of the highlights for Texas included the very prestigious award presented to the City of Frisco. **Kristi Morrow, assistant city secretary, Frisco**, accepted the **Program Excellence in Governance Award** on behalf of the **City Secretary’s Office for the City of Frisco (City Secretary Jenny Page, Assistant City Secretary Kristi Morrow, and Open Records Coordinator Carol Cantey)**. The Program Excellence in Governance Award was created in 2007 to foster excellence in governance and to enhance participation by IIMC members in their government entity and community. The award is given to an IIMC member or members who have created and implemented programs (or can provide specific examples of the elements of superior leadership) that result in cost savings; innovative revenue enhancement; introduction of innovative customer service; innovative outreach to citizens; innovative methods to increase public safety or welfare to the community; innovative ways of collaborating with other municipal departments or other cities or governmental entities; or extraordinary leadership. The City of Frisco won



photo by Paul Traves, TL6 Photography

At top: IIMC Region IV members present at the conference.

Above: TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, and IIMC President Mary Kayser, TRMC, city secretary, Fort Worth.

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the award for “introduction of innovative customer service.” GovQA software was introduced in the City of Frisco in 2015 to help fulfill open records requests in the City of Frisco. As the population in Frisco has boomed in the past 10 years, so too have records requests increasing from approximately 250 in 2007 to an estimated 1,800 requests expected in 2017. The software allows citizens and other interested parties a user-friendly system that has increased customer satisfaction as they interact with the municipality in this very important way. Congratulations to the city secretary’s office at the City of Frisco.

Kristi Morrow, assistant city secretary, Frisco, was awarded one of two **IIMC Conference Grants** awarded to our region to attend the IIMC Annual Conference in Montréal. As part of the application for the Conference Grant, Kristi had to write an article that highlighted a best practice, unique project, or other program implemented in her municipality that demonstrated her commitment to bettering her community or office. Kristi wrote about her “inheritance” of the local alcohol permit program. In her search for answers to questions as she learned to navigate this program, Kristi worked with the Texas Alcoholic Beverage Commission (TABC). Kristi stated that her contact at the TABC had a never-wavering patience with her as she asked so many “why” questions she felt like a five-year-old. As Kristi was able to fully understand the alcohol permit program, she learned that the city had not been collecting the appropriate amount of fees and was losing approximately fifty percent of potential revenues. Congratulations, Kristi. We are proud of you.



photo by Paul Traves, f16 Photography



At top: IIMC President Mary Kayser, TRMC, city secretary, Fort Worth, with Past IIMC President Monica Martinez Simmons.

At right: IIMC President Mary Kayser, TRMC; TMCA/TMCCP Education Director Dr. Amy Holt, TRMC; and IIMC Director of Professional Development Dr. Jane Long.

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Peggy Burnside, TRMC, was awarded the coveted **Institute Directors Award of Excellence**. This award acknowledges unique and exceptional contributions of current or retired institute directors over time in promoting quality education for municipal clerks. The award is presented to one institute director who has contributed to the educational needs of municipal clerks, the advancement of the profession, and whose performances have supported IIMC’s educational goals. Part of the nomination for Peggy stated, “Peggy’s commitment to municipal clerk education, certification, and professional development are second to none. Peggy has been a consistent advocate for not only the Texas Municipal Clerks Certification Program, but also IIMC’s educational programs and CMC and MMC certifications. Peggy is a strong believer in the Athenian Dialogue program as a methodology by which municipal clerks can continue to learn leadership skills, upper management skills, critical thinking skills, etc., which can be translated into what clerks do on a daily basis. Through Peggy’s continued diligence, she has man-

At top: TMCA/TMCCP Administrative Director Peggy, TRMC, accepts the Institute Directors Award of Excellence.

Center right: Texas clerks with Peggy Burnside after receiving the IIMC Institute Directors Award of Excellence. *From left to right:* Jenny Page, TRMC, city secretary, Frisco; TMCA Past President Sherry Mashburn, TRMC, city secretary, College Station; IIMC Past President and TMCA Past President Norma Rodriguez, city secretary (ret.), San Antonio; IIMC Past President and TMCA Past President Mary Lynne Stratta, TRMC, city secretary, Bryan; Theresa Scott, TRMC, town secretary, Flower Mound; Dr. Amy Holt, TRMC, TMCA/TMCCP education director; IIMC President Mary Kayser, TRMC, city secretary, Fort Worth; TMCA Trustee Jannette Goodall, TRMC, city clerk, Austin; Teresa Valdez, TRMC, city secretary, Rockport; Peggy Burnside, TRMC; Alicia Richardson, TRMC, city secretary, North Richland Hills; Frances Aguilar, TRMC, city secretary, Manor; TMCA President Lydia Lopez, TRMC, city secretary, Hewitt; Rebecca Huerta, TRMC, city secretary, Corpus Christi; Myrna Rios, TRMC, assistant city clerk, Austin; Susie Quinn, TRMC, city secretary, Murphy; Kristi Morrow, assistant city secretary, Frisco; and Amy Arnold, TRMC, city secretary, White Settlement.

At right: 2016 Institute Directors Award of Excellence recipient Linda Alire-Naranjo (Santa Fe, New Mexico) with Peggy Burnside. Linda bequeathed the directors’ longstanding token of congratulations, a blue feather boa, upon Peggy.



All photos this page by Paul Traves, f16 Photography

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aged to keep the costs of clerk education and certification in Texas at a very affordable level. We have not experienced significant increases in registration fees for conference education because of her excellent management and organizational skills, and also her creativity in involving partners to support our educational endeavors.” We are certainly proud of Peggy! Congratulations!

And, finally, the pièce de résistance (See what I did there? They speak French in Montréal. ☺) **Mary Kayser, TRMC, MMC, city secretary, Fort Worth**, was inducted as the **59th president of the International Institute of Municipal Clerks**. Like many individuals in the position of city secretary/city clerk, when Mary started her career in local government she did not know what a city secretary was. She quickly learned, however, when she was hired by the City of Burleson to be a records coordinator. Her supervisor at the time, Jean Crawley, asked her if she could “help out” with a few things. We all know Mary was quick to say “yes” to that request and she got a quick lesson on taking minutes and running the audio recorder in council chambers. She quickly joined TMCA and her local chapter and started work towards her TRMC. She became president of TMCA in 2011, and was also a region director for IIMC that same year. During her acceptance speech in Montréal, Mary stated that she “read a quote that said that what children need to be successful are roots and wings.” She further stated that she felt that this was true for municipal clerks, too. She said that roots for municipal clerks come through excellent education and professional development, and wings are developed as clerks share what they have learned and help others to



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At top: 2009-2010 IIMC Past President Mary Lynne Stratta, TRMC, city secretary, Bryan, introduced 2017-2018 IIMC President Mary Kayser and administered the oath of office at the IIMC Business Meeting.

Above: IIMC President Mary Kayser speaking at the banquet.

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be successful, and by trying things that are outside of our comfort zone (such as teaching a class at a seminar, attending an Athenian Dialogue, or pursuing additional certifications). By strengthening your roots and spreading your wings, Mary says you create a legacy. Well said, Mary! Congratulations on your presidency. We know your tenure with IIMC will be one mark of the legacy you are leaving on the clerk profession in Texas and internationally. We are proud of you.

Photos at right: IIMC President Mary Kayser with Immediate Past President Vincent Buttiglieri.



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Clockwise from top left:

2016 Directors Award of Excellence recipient Linda Alire-Naranjo, Santa Fe, New Mexico); 2017 Directors Award recipient Peggy Burnside, TRMC, administrative director, TMCA/TMCCP; and IIMC Past President and TMCA Past President Mary Lynne Stratta, TRMC, city secretary, Bryan.



TMCA Past President Sherry Mashburn, TRMC, city secretary, College Station, and Crystal Roan, TRMC, city secretary, Webster.



2017 Directors Award of Excellence recipient Peggy Burnside, TRMC, administrative director, TMCA/TMCCP, and TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, with the blue feather boa passed down by each recipient of the IIMC Directors Award of Excellence.

Texas clerks at the Tuesday night All-Conference Event in their black-and-white dress.

IIMC President Mary Kayser, TRMC, city secretary, Fort Worth, and her husband Gordon Kayser.

TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, and TMCA/TMCCP Education Director Dr. Amy Holt, TRMC.



THANK YOU TO OUR TMCA EXECUTIVE BOARD LEADERS FOR THEIR SERVICE TO TEXAS CLERKS

We offer special thanks to three of our TMCA leaders for their longtime service to Texas clerks. They have served in leadership positions in the Association; helped educate their peers through presentations and publications; supported Texas clerks by being a resource of advice and mentorship; and have been exemplary models of the high ethical and professional standards to which Texas clerks aspire.

SHERRY MASHBURN

City Secretary, City of College Station

Retiring July 2017

PAULINE SMALL

City Secretary, City of Webster

Retired December 2015

SANDRA WATKINS

City Secretary, City of Deer Park

Retired February 2017



continues on next page



2004 Capital Chapter Clerk of the Year

Sherry Mashburn, TRMC, will retire as city secretary of the City of College Station on July 31, 2017. She has been a member of TMCA since 1999. Sherry served as **TMCA president** in 2015, and has held every executive board position and served on and chaired many TMCA committees. Throughout her career as a municipal clerk, Sherry has been an excellent friend, mentor, and leader for her fellow Texas clerks. In addition to teaching TMCCP's "Step By Step: Process of an Election" session for 13 years, she has also presented other TMCCP topics, and spoken for TML, the Secretary of State, and IIMC. Sherry co-authored three editions of TMCA's *Texas Municipal Clerks Handbook*. She is a member of the TMCA Capital Chapter, where she has served in all offices including president, and volunteered on many committees. Sherry was the Capital Chapter's Clerk of the Year in 2004 and TMCA's Municipal Clerk of the Year in 2013.



2016 Election Law Seminar instructor



2002 IIMC Conference San Antonio



2016 Salt Grass Chapter's first Lifetime Achievement Award



2005 TMCA oath of office

Pauline Small, TRMC, retired as city secretary of the City of Webster in late 2015. She has held membership in TMCA since 1993. Pauline has been a longtime supporter of the clerk profession and her fellow clerks, serving in leadership positions, as an instructor at the state and local levels, and as a good friend and mentor to her peers. Pauline was an instructor at both TMCCP's annual Election Law Seminar and the Houston-Galveston Area Council for many years; she also co-authored four editions of TMCA's *Texas Municipal Clerks Handbook*. Pauline served as a trustee on the TMCA executive board for 11 years, and served on and chaired numerous TMCA committees. She held all offices in the TMCA Salt Grass Chapter including president. She has served on a Texas House Elections Committee and has been a member of a Texas Legislature working group on HAVA Implementation. Pauline was honored as Salt Grass Chapter Municipal Clerk of the Year in 2001 and as TMCA Municipal Clerk of the Year in 2007.

2001 Election Law Seminar instructor



2013 Election Law Seminar instructor



Sworn in as 2011 TMCA Trustee



2011 Salt Grass Chapter



2013 Salt Grass Chapter

Sandra Watkins, TRMC, retired as city secretary of the City of Deer Park in February 2017. She has been a member of TMCA since 1992. Sandra has long been a teacher, mentor, leader, and friend to her fellow clerks. She has been an instructor for many years at TMCCP seminars, TMCA Salt Grass Chapter workshops, and at the Houston-Galveston Area Council Election Workshop. She is also a co-author of TMCA's *Texas Municipal Clerks Handbook*. Sandra served on and chaired many TMCA committees. She served on the TMCA executive board from 2011-2016, with three years as trustee, then as treasurer, secretary, and vice president. She served on all TMCA Salt Grass Chapter committees and held all chapter offices including president. She was the Salt Grass Chapter Municipal Clerk of the Year in 2000 and 2009, and the TMCA Municipal Clerk of the Year in 2015.



2015 TMCA President



2005 TMCA TML booth volunteer



2016 IIMC Conference



2013 TMCA Executive Board



2010 Salt Grass Chapter Clerk of the Year



2013 Election Law Seminar instructor

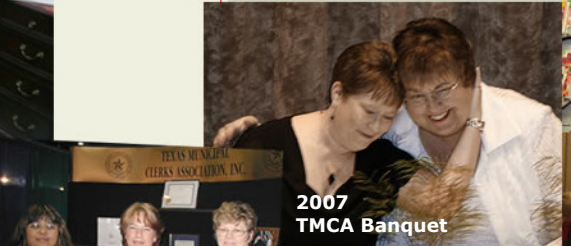


2016 recognized by Salt Grass Chapter



2012 TMCA Election Law Seminar "Step By Step: Conduct of an Election" co-instructor

2013 TMCA TML booth volunteer



2007 TMCA Banquet



2005 TMCA TML booth volunteer



2002 Salt Grass Chapter Christmas



2007 IIMC Conference

Texas Registered Municipal Clerks

This series of articles spotlights your fellow Texas clerks who have earned the TRMC Certification.

Connie Constancio, TRMC, City Secretary, Lockhart, earned her Texas Registered Municipal Clerk Certification in January 2003, has recertified twice, and is enrolled in her third recertification. She has nearly two decades of municipal experience. Connie is both a member of TMCA (since 1999) and the Capital Chapter.



Connie Constancio, TRMC

How long did you work on achieving your TRMC?

I enrolled in the TMCCP program in 1999 and graduated as a Texas Registered Municipal Clerk in January 2003.

What inspired you to pursue the TRMC designation?

I was hired on with the City of Lockhart as the development services assistant in January 1998 then promoted/hired as city secretary in January 1999. My knowledge about the city secretary's role then was slim. I distinctly remember my second day as city secretary: the city manager informed me that I was conducting an election in May and that I should enroll in TMCCP and attend an election seminar. I registered ASAP and thought, "Okay... no problem. I'll learn about elections at the seminar." Well, after attending my first election seminar, it was a huge eye-opener and reality hit: I had A LOT to learn. My first "Step-by-Step: Conduct of an Election" session was awesome, the presenters were so informative/helpful, and the friendly and helpful city secretaries from other cities were my inspiration. I knew then that this was the right group to be a part of to learn all that I could about municipal government and to pursue my TRMC designation.



How do you feel your TRMC validates your professionalism?

I believe that being a TRMC validates my dedication to be committed to the citizens by continuing to educate myself in the many realms of municipal government. Whether it is learning how to communicate better; work efficiently with elected officials, citizens, or employees; being a team player; down to keeping up with and assuring, to the best of my ability, that the city follows and implements important legislative issues.

If you felt your employer supported your efforts in earning your TRMC, tell about a time you felt especially supported.

When I graduated as a TRMC in January 2003, I was honored that our then-mayor and past city manager, along with my family, attended the TMCCP graduation ceremony. I also greatly appreciate the city manager's and council's continued support in budgeting/funding of my TMCA/TMCCP dues and seminar/travel expenses required to maintain my TRMC.

Did you receive any special recognition from your municipality for achieving this certification? If so, what?

In 2003 the Lockhart city council publicly acknowledged

CONNIE CONSTANCIO, TRMC

my achievement and they surprised me with my very own desk name plate adding the “TRMC” designation.

What would you say to encourage others to pursue the TRMC designation?

“If you want to perform your duties proficiently, professionally, and to be knowledgeable about municipal government, I strongly encourage that you pursue the TRMC designation. You will learn so much about the very important role that a city secretary/city clerk maintains in a municipality from customer service skills, elections, finance, to some psychology tips (to name a few) that are extremely beneficial to your success. Learning through textbooks and educational seminars is important, yet networking with fellow city secretaries/clerks through TMCCP is priceless. You learn something new every day, and continuing your education will help you understand issues a little more clearly.”

What type of ongoing education do you have planned for the future?

I plan to be a part of the Athenian Leadership Society Fellowship in the near

future. It seems interesting and a different informative approach to continuing my TRMC recertification.

Was the TMCA staff and/or TMCA board helpful to you during your certification journey?

YES! I most definitely appreciate how kind, understanding, and helpful the TMCA staff and board were then and how awesome they remain.

Anything else you would like to add?

I am so blessed to be a part of the TMCA/TMCCP and I am honored to work with such a wonderful City Family in Lockhart! Time has gone by faster than I could imagine. I have learned so much in 18 years about the many aspects of municipal government through the TMCCP and I am eager to continue the journey. I am honored to have been a witness to change and to be a part of a talented and dedicated team of elected officials, city management and departments/staff that work together to make Lockhart the best that it can be.

Texas Registered Municipal Clerks

This series of articles spotlights your fellow Texas clerks who have earned the TRMC Certification.

René Dowl, TRMC, City Secretary, Garland, earned her Texas Registered Municipal Clerk Certification in January 2017. She has served as the City Secretary of Garland since 2015. René is an active member of both TMCA and the Lone Star Chapter.



René Dowl, TRMC

How long did you work on achieving your TRMC?

I began working on my TRMC certification in February of 2015, by September I had completed all of the written course work. I took the final exam on September 9. That year I attended every available conference except Election Law, because I was appointed on January 21, and the seminar began a day or two after my appointment. I completed the remaining conference requirements by August of 2016.

What inspired you to pursue the TRMC designation?

My council and city manager have great confidence in the individuals certified through TMCA and typically hire clerks who are enrolled or certified. They graciously gave me the opportunity to advance my career with the city and informed me throughout the interview process that the certification was required. Certification was one of the terms of my employment agreement. I was given two years to complete the program.

How do you feel your TRMC validates your professionalism?

I know the certification validates that I am capable of performing the daily responsibilities of a municipal clerk and that I have support, through the organization, to continue

improving on my skills and knowledge. It has been my experience that leaders in this field have a high level of accountability for the brand and their personal work; it is a well-known fact that certified clerks have attained a coveted accomplishment.

If you felt your employer supported your efforts in earning your TRMC, tell about a time you felt especially supported.

Throughout the entire process I was fully supported by my council and city manager. I was allowed to attend every conference with no pressure or concern regarding my absence from the office. My coworkers and human resource department applauded my hard work, featuring me in an article on our employee intranet when I completed the course work. Some council members and clerks sent me personal messages of congratulations.

Did you receive any special recognition from your municipality for achieving this certification? If so, what?

I received cards, emails, and many individual congratulations. I was awarded the Trail Blazer Award from the South Dallas Business & Professional Women's Club, Inc., as the first African American to hold the position in Garland. Most



City of Garland

RENÉ DOWL, TRMC

of my council, and all of my city managers, attended the event. We had approximately thirty people in attendance. The SDBPWC annually awards scholarships to deserving high school seniors.

What would you say to encourage others to pursue the TRMC designation?

Being associated with a team of professionals that are extremely capable and willing to see others succeed is an invaluable opportunity; TMCA provides this for us. I could not do this without the educational opportunities and the blessing of new friends I have made in the organization. The support one receives is the most inspiring part of the experience.

What type of ongoing education do you have planned for the future?

I have completed the requirements for my CMC and will receive the official designation in June of this year. I was informed by IIMC that I could use the designation, even though officially, my membership requirement wouldn't be met until June. It is a great desire of mine to work on a post graduate degree.

Was the TMCA staff and/or TMCA board helpful to you during your certification journey?

Yes, so many clerks and the TMCA staff have been extremely helpful to me. I would love to name all the people who have held my hand through many processes, but that would take too long. The night I was appointed I emailed Mary Kayser, who previously worked in Garland, and she suggested I contact Dr. Holt and reach out to the clerk in a neighboring city. I emailed Dr. Holt at 10 p.m., she responded that night, stating I could begin the certification process immediately, and so began a journey that has truly added value to my career and professionalism. I met with City of Murphy City Secretary Susie Quinn the following week and she has been a great mentor since that time.

Anything else you would like to add?

Every single day I know it is a privilege to do the work here, and I do not take it for granted. Living in Garland for four decades gives me great pride to serve here, because this city has served my family so faithfully.

Texas Registered Municipal Clerks

This series of articles spotlights your fellow Texas clerks who have earned the TRMC Certification.

Rebecca L. Huerta, TRMC, City Secretary, Corpus Christi, earned her Texas Registered Municipal Clerk Certification in January 2017. She has served as the City Secretary of Corpus Christi since 2014. She is a member of TMCA and the Coastal Bend Chapter.



Rebecca L. Huerta, TRMC

How long did you work on achieving your TRMC?

I enrolled in the program in September 2013. I completed all the program requirements in April 2016, and walked the stage at the January 2017 graduation ceremony. It took me approximately two years and seven months to complete the program.

What inspired you to pursue the TRMC designation?

In July 2013, I was hired as assistant city secretary to long-time Corpus Christi City Secretary Armando Chapa. I had previously worked in his office in the early 2000s, so I was familiar with certain areas of the office's responsibilities, primarily board and commission appointments and agenda preparation. When he hired me as his assistant, Armando encouraged me to apply for the program to broaden my knowledge. Little did I know that Armando was planning to retire in August 2013! He encouraged me to apply for the city secretary position. At this point, the training was more important than ever because it gave me the practical knowledge I needed to succeed. I interviewed for the city secretary position in October 2013 and was hired with a start date of January 2014. When I interviewed, the city council also encouraged me to obtain my certification to round out my experience.



How do you feel your TRMC validates your professionalism?

I was so happy and proud to use the "TRMC" designation after my name when I completed the program! Inside the profession, earning a TRMC means I've "joined the club" of the many dedicated, hardworking city secretaries before me who have used the TRMC as a platform to advance their careers. Outside the profession, earning a TRMC means you have made a commitment to excellence by going the extra mile to complete this challenging program. Yes, we can do the job without it, but this valuable training adds so much to our knowledge and skills. It has been indispensable to me.

If you felt your employer supported your efforts in earning your TRMC, tell about a time you felt especially supported.

When I interviewed to become city secretary, the city council at the time stated they would support my efforts to pursue my certification and any other training necessary to perform my duties. I am grateful for this budgetary support, which is no small thing. Their words of encouragement, however, also made a difference to me. Whenever I went out-of-town for a seminar, I would advise the council about what I would be learning. If I was going to take an exam, I would update them on my progress. Inevitably, many of them would respond by congratulating me and telling me to keep up the

REBECCA L. HUERTA, TRMC

good work. Their kind words kept me on task.

Did you receive any special recognition from your municipality for achieving this certification? If so, what?

Upon completion of the program requirements, the City Council increased my base salary by \$10,000. The Mayor Pro Tem also sent a letter notifying the City Council about my achievement. Everyone offered congratulations and I even received a few graduation gifts.

What would you say to encourage others to pursue the TRMC designation?

It is challenging to embark on a course of study while you are juggling work and family responsibilities. On the one hand, it can be difficult to carve out the time necessary to travel to the seminars, complete the homework, and study for exams, while still meeting your other responsibilities. On the other hand, your studies can be applied to practically every aspect of your job. The certification program is specifically tailored to give you the knowledge and skills you need to succeed. Also, it's important to remember this is a self-paced program. Granted you have a ten-year limit to complete the program, but it's not a competition to see who can finish first. If life or work pull you away from your studies temporarily, don't be discouraged. As soon as you are able, return to your studies. Also, reach out to others for support. The city secretaries in the Coastal Bend Chapter were a great source of advice

and support to me. Earning your certification is well worth the effort, so don't give up.

What type of ongoing education do you have planned for the future?

I have applied to begin the Certified Municipal Clerk (CMC) program through International Institute of Municipal Clerks (IIMC). I'm excited to attend my first IIMC conference in Montreal in May. I have also enrolled in the Texas Municipal Clerks recertification program. I think it's important to keep learning. Our profession is dynamic in that legislation and technology are constantly changing. It's important to keep learning and not become complacent.

Was the TMCA staff and/or TMCA board helpful to you during your certification journey?

I appreciated Dr. Amy Holt's support and enthusiasm for teaching. I also enjoyed hearing former TMCA President Sherry Mashburn's words of wisdom when she came to visit our chapter meeting in Port Aransas.

Anything else you would like to add?

We are fortunate to work in a profession that provides so many opportunities for training and networking. Please take advantage of all these wonderful opportunities to grow and advance in our noble profession.

Texas Registered Municipal Clerks

This series of articles spotlights your fellow Texas clerks who have earned the TRMC Certification.

Lori Saunders, TRMC, City Secretary, Waxahachie, earned her Texas Registered Municipal Clerk Certification in 2010. She has served the City of Waxahachie since 1999 and served as City Secretary since 2008. Lori is a member of both TMCA and the Yellow Rose Chapter.



Lori Saunders, TRMC

How long did you work on achieving your TRMC?

Approximately three years. In 2015 I was determined to complete the requirements and graduate in January of 2016. So I buckled down, and as I finished one test I received homework on the next, and so on and so on. I finished on time and graduated January 2016. Walking across that stage was my “aha moment.”

What inspired you to pursue the TRMC designation?

To acquire more understanding of the profession to better serve citizens and city staff.

How do you feel your TRMC validates your professionalism?

It confirms my commitment to the profession and gives me a sense of achievement. The TRMC Certification program gives me the skill set needed to be an effective leader.

If you felt your employer supported your efforts in earning your TRMC, tell about a time you felt especially supported.

City council supported me from the beginning and some were able to attend my graduation ceremony, which meant so much to me. City council, as well as administration, supports my professional development.

Did you receive any special recognition from your municipality for achieving this certification? If so, what?

City council acknowledged my achievement at a city council meeting.

What would you say to encourage others to pursue the TRMC designation?

The TRMC program is beneficial and vital to extend one’s knowledge and achieve professional confidence.

Was the TMCA staff and/or TMCA board helpful to you during your certification journey?

Absolutely, I received support and guidance throughout my certification journey. The staff was always available when called upon.

Anything else you would like to add?

I’m now enrolled in the recertification program, and encourage all clerks to continue their education through TMCA. I am the first city secretary in Waxahachie to complete the certification program, and thrilled to start the tradition of all future clerks becoming certified.



City of Waxahachie

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

Siria Arreola, Boerne
 Sandra Barton, Lago Vista
 Donna Boner, Lake Dallas
 Dianna Buchanan, Haslet
 Cynthia Chapman, Cleburne
 Nellie De La Fuente, Galveston
 Amy Dial, Royse City
 Jesse Elizondo, Burleson
 Rachél Gafford, Commerce
 Jeannie Kenyon, Arlington
 Tomika Lewis, Stafford
 SueAnn Lopez, Midland
 Erika McComis, Bridgeport
 Tammie Mitchell, Farwell
 Veronica Olguin, Morton
 Amber Villarreal, Waxahachie

Course 2

Grace Cruzen, Alvin
 April Hilbrich, Victoria
 Erika McComis, Bridgeport
 Amanda Morales, La Feria

Course 4

Maria Franco, San Angelo
 Holly Owens
 Victoria Raduechel, Fate

IIMC Bulletin

Congratulations to **Tanya McNutt, TRMC**, deputy city secretary, College Station, on receiving the Certified Municipal Clerk (CMC) designation from IIMC.

Tanya McNutt earned her Texas Registered Municipal Clerk (TRMC) designation from TMCCP in 2015 (No. 753) and is working on recertification. Tanya is in her tenth year of TMCA membership, and is also a member of the Capital Chapter of TMCA.

Texas Municipal League Report

By TML Representative **Marie Balthrop, TRMC**

City Secretary, Holliday



Marie Balthrop, TRMC

The TML Executive Board met on March 3 in Austin. President Mary Dennis appointed the following individuals to the Budget and Audit Committee: TML President-Elect Holly Gray-McPherson, mayor pro tem, Roanoke; Joyce Calley, mayor pro tem, Rockdale; Larry Green, councilmember, Houston; Scott McDonald, director, Office of Strategic Initiatives, Amarillo; and Landra Solansky, municipal court administrator, Seguin. Scott Houston, deputy executive director/TML general counsel, and Shanna Igo, deputy executive director delivered a thorough update on current legislative session. At the time of the meeting there had been 3,900 bills filed with 1,084 being tracked by TML. TML estimates that 27% more bills will be filed this session than in the 2015 session. Revenue caps are still the hot topic. A complete list of bills filed that will affect cities can be found in your current TML Legislative Update that comes out every Friday. TML encourages city officials to continue to reach out to their State Representatives and Senators in opposition of bills that will be detrimental to cities.

Scott Houston also updated the board on the Immigra-

tion Legislation Legislative Position Ratification. Knowing that sanctuary city legislation would be controversial, the League adopted the following provision at the 2016 Annual TML Conference:

- Should legislation be filed that related to immigration and that would affect cities, League staff should seek the guidance of the TML Executive Committee regarding the League's position on such legislation.

With Governor Abbott making sanctuary city legislation an emergency item for 2017, and Senator Perry's submission of Senate Bill 4 on immigration or "sanctuary cities," the TML Executive Committee made the following provisions to the TML Legislative Program:

- The League should take no position on immigration-related legislation that does not impose new and substantial unfunded mandates or unavoidable liabilities on cities.
- The League opposes legislation that would allow the removal of city officials from office without due process.

TML REPORT

The TML Executive Board voted to ratify the two positions adopted by the Executive Committee.

The TML Executive Board also voted to approve a budget amendment to provide for membership in the Coalition for Critical Infrastructure and the Texas Civil Justice League, and received reports from TML-IRP, TML MultiState IEBP, TML Communications, TML Membership,

and an update on TML Legal Issues. The next meeting will be held June 23 in Live Oak.

TML is always in need of local officials to testify on detrimental city bills. If you, or any official from your city is willing to testify please contact the TML Legal Staff. Stay up to date by visiting the TML website, and following TML on Twitter @TML_Texas.

TMCA CHAPTER NEWS

Alamo Chapter

By Chapter President **Sandra Passailaigue, TRMC**
 City Secretary, Leon Valley

The Alamo Chapter met on February 22 at the City Alamo Heights City Hall. We were welcomed warmly by Alamo Heights City Manager Mark Browne. City Manager Browne gave us a brief background on the history of Alamo Heights which was founded in 1922 as well as on their recently new city hall.

Our speaker was Alamo Heights Police Department Sergeant Tom Vitacco. Sergeant Vitacco provided a program on "Active Shooter in the Workplace." We discussed various tactics to deter an armed person(s) if we were ever faced with that situation. Vice President Jennifer Reyna, TRMC, city secretary, Alamo Heights, presented Sergeant Vitacco with a gift card as a token of our appreciation.

Scholarship/Fundraising Committee member Grace Tamez, TRMC, city secretary, Helotes, presented the Norma Rodriguez Scholarship Award in the amount of \$300 each to Sandra Passailaigue, TRMC, city secretary, Leon Valley, and Jennifer Reyna, TRMC, city secretary, Alamo Heights. Ms. Tamez encouraged all Alamo Chapter members to apply for scholarships next year as there were only two applicants this year.



Front row, from left to right: Yolanda Benitez, TRMC, retiree; Brittani Porter, City of LaVernia; Delia Sanchez, TRMC, City of Balcones Heights; Janice Alamia, TRMC, City of Hollywood Park; Molly Broadway, LMSW; and Amanda Valdez, City of Cibolo. Second row: Sandra Passailaigue, TRMC, City of Leon Valley; Jennifer Reyna, TRMC, City of Alamo Heights; Lisa Hernandez, TRMC, City of Natalia; Jeff Miller; Debra Howe, TRMC, City of Castroville; Peggy Cimics, TRMC, City of Cibolo; and Debby Goza, TRMC, City of Live Oak.

ALAMO CHAPTER

The present members of the Alamo Chapter voted unanimously to reschedule the April 26 meeting to April 19; members present also voted unanimously to reschedule the December 27 meeting to December 6.

Legislative Committee Chair, Peggy Cimics, TRMC, city secretary, Cibolo distributed copies of bills that had been filed relating to cities.

The Alamo Chapter met again on April 19 at Garcia's Mexican Restaurant in Schertz.

Our speakers were Molly Broadway, LMSW, and Jeff Miller of Disability Rights Texas. We had a very informative presentation and discussion on polling site accessibility (ADA).

Audit Committee member Delia Sanchez, TRMC, city secretary, Balcones Heights, presented the annual audit report. Ms. Sanchez reported that everything looked great and congratulated Treasurer Lisa Hernandez for a job very well done. Everyone present applauded Ms. Hernandez and thanked her for her detailed work.

President Passailaigue informed every one of the June 15 deadline for submission of our nominee for 2017 TMCA Municipal Clerk of the Year. All inquiries or nominations should be forwarded to Chapter President Passailaigue and/or Yolanda Benitez.

Lastly, donations were collected for the Alamo Chapter's contribution to the Mary Kayser Scholarship and for a basket which will be put

together and raffled off at the 1st Annual Alamo Chapter Summer or Fall Session.

Our next regular meeting will be held on June 21 at 11:30 a.m. at a location to be announced. If you are in our area and would like to join the Alamo Chapter, we would love to have you. Please contact the Alamo Chapter Membership Committee at s.pass@leonvalleytexas.gov or jreyna@alamoheightstx.gov for more information.

Members present at the April meeting were: President Sandra Passailaigue, City of Leon Valley; Vice President Jennifer Reyna, City of Alamo Heights, Treasurer: Lisa Hernandez, City of Natalia; Secretary: Debra Howe, City of Castroville; Historian: Brittani Porter, City of LaVernia; Janice Alamia, City of Hollywood Park; Peggy Cimics, City of Cibolo; Amanda Valdez, Assistant City Secretary, City of Cibolo; Yolanda Benitez, Retiree; Delia Sanchez, City of Balcones Heights; and Debby Goza, City of Live Oak.

TMCA CHAPTER NEWS

Capital Chapter

By Chapter Secretary **Seth Gipson, TRMC**

City Secretary, Hutto

The Capital Chapter met on March 22 at the Janet Rogers Community Room at the City of West Lake Hills with 17 members and 3 guests present. Lacie Hale, TRMC, city secretary, West Lake Hills, hosted the group. The attendees enjoyed lunch and a presentation by attorney Laura Mueller, with the Bojorquez Law Firm, concerning “Top Employment Law Questions.”

Following the presentation, the business meeting began and the membership discussed donating to the TMCA’s Mary Kayser Scholarship Fund, appointments to the chapter committees, and the selection process for the TMCA Clerk of the Year and the Capital Chapter Clerk of the Year.

The next Capital Chapter meeting will be held on July 12 in Lakeway.

Please contact Chapter President Jeana Bellinger, TRMC, city secretary, Brenham, at jbellingercityofbrenham.org, if you would like to join or would like more information concerning the TMCA Capital Chapter.

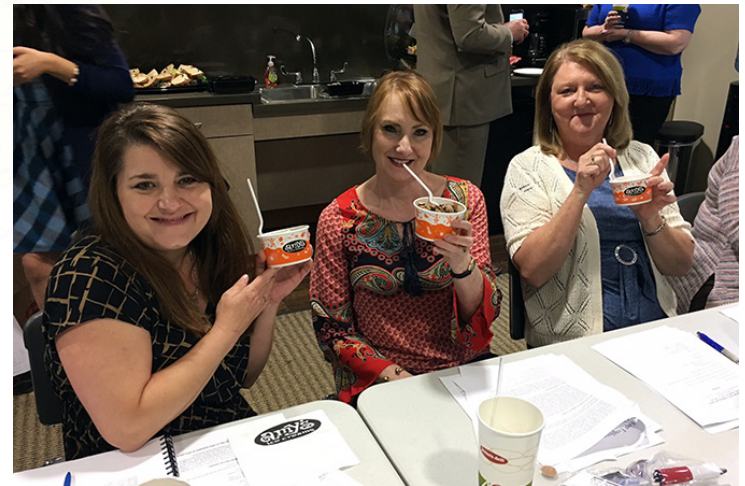
In attendance at the March meeting:

President Jeana Bellinger, Brenham
 Vice President Jamie Lee Case, City Secretary, San Marcos
 Treasurer Lacie Hale, City Secretary, West Lake Hills
 Secretary Seth Gipson, City Secretary, Hutto
 Historian Lucretia Alvarez, former City Secretary, Elgin
 Rachel Austin, City Secretary, Jonestown
 Tammy Cook, Deputy City Secretary, San Marcos
 Karen Thompson, City Secretary, Pflugerville

Frances Aguilar, City Secretary, Manor
 Christine Martinez, Retired, Round Rock & Hutto
 Nicole Vicuna, City Secretary, Village of Volente
 Stacy Irwin, City Secretary, Thorndale
 Tonya Sumner, City Clerk, Thorndale
 JoAnn Touchstone, City Secretary, Lakeway
 Debbie Loesch, Retired City Secretary, Bojorquez Law Firm
 Cara McPartland, City Secretary, Wimberley
 Barbara Grant, City Secretary, Woodcreek



The Capital Chapter in March.



Capital Chapter members enjoy Amy's Ice Cream.

TMCA CHAPTER NEWS

Central Texas Chapter

By Chapter Secretary **Amber Fuller, TRMC**
City Secretary, Hubbard

The Central Texas Chapter held a quarterly meeting on March 29 at Balcones Distilling in Waco. The chapter was provided a tour of the distillery, and then enjoyed lunch from The Olive Branch. Balcones President Keith Bellinger welcomed the chapter and spoke briefly about customer service, business success, and partnering with the City of Waco.

During the meeting the chapter discussed contributing to the Mary Kayser Endowment fund, as well as nominations for the 2017 Chapter

Clerk of the Year. The chapter nominated TMCA president and Central Texas Chapter member Lydia Lopez, TRMC, city secretary, Hewitt, for the 2017 TMCA Municipal Clerk of the Year. Congratulations were extended to Christi Shivers and Donna Barkley for recertifying through the Texas Municipal Clerks Certification Program.

Lastly, the chapter toured the rooftop of Magnolia Silos overlooking beautiful downtown Waco.

Chapter members present at the December meeting:
 President Jana Lewellen, City Secretary, Robinson
 Amber Fuller, City Secretary, Hubbard
 Michelle Hicks, City Secretary, Lacy Lakeview
 Christi Shivers, City Secretary, Mexia
 Roshuna Wiley, Deputy City Secretary, Mexia
 Esmeralda Hudson, City Secretary, Waco
 Liz Caraway, Assistant City Secretary, Waco
 Cresandra Polk, Records Coordinator, Waco
 Lydia Lopez, City Secretary, Waco
 Althea Wall, City Secretary, Morgan's Point Resort
 Patricia Ervin, Interim City Secretary, Bellmead
 Wanda Brooks, Administrative Assistant, Bellmead



At right: The Central Texas Chapter in March. Front row, from left to right: Michelle Hicks, Patricia Ervin. Middle row: Amber Fuller, Roshuna Wiley, Christi Shivers, Cresandra Polk, Jana Lewellen, Teresa Howell, Wanda Brooks. Back row: Lydia Lopez, Esmeralda Hudson, Samantha Pena, Julie Olvera, Liz Caraway, Althea Wall.

TMCA CHAPTER NEWS

Coastal Bend Chapter

By Chapter Secretary **Rebecca L. Huerta, TRMC**

City Secretary, Corpus Christi

Greetings from the Coastal Bend Chapter! This quarter, our chapter met on March 8 in historic Goliad.

Vice President Mary Valenzuela, TRMC, city secretary, Kingsville, presided over the meeting in the absence of Chapter President Irma Parker, who was ill. Ms. Valenzuela warmly welcomed the attendees.

City Administrator/City Secretary Herman Rodriguez presented an educational program on media training. Mr. Rodriguez's presentation was well-received and filled with many practical applications for the workplace. Thanks to Mr. Rodriguez for sharing his time and talents with us.

During our business meeting, TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, graciously attended our meeting and installed the officers for 2017 as follows: President Irma Parker, TRMC (absent), city secretary, Port Aransas; Vice President Mary Valenzuela, TRMC, city secretary, Kingsville; Treasurer Ruby Beaven, TRMC, assistant city secretary, Rockport; and Secretary Rebecca L. Huerta, TRMC, city secretary, Corpus Christi.

TMCA President Lopez reported on several activities of note, including a new TMCA initiative to promote the profession of city secretary, and the establishment of an IIMC scholarship courtesy of 2017-2018 IIMC President Mary Kayser, TRMC, city secretary, Fort Worth, to provide financial as-



TMCA President Lydia Lopez, TRMC (*at right*), city secretary, Hewitt, administered the oath of office to Coastal Bend Chapter officers (*from left to right*): Vice President Mary Valenzuela, TRMC, city secretary, Kingsville; Treasurer Ruby Beaven, TRMC, assistant city secretary, Rockport; and Secretary Rebecca L. Huerta, TRMC, city secretary, Corpus Christi.

COASTAL BEND CHAPTER

sistance to Texas clerks who would like to attend IIMC annual conferences or a TMCA Graduate Institute. The Coastal Bend Chapter voted to donate \$250 towards the endowment. Ms. Lopez also encouraged members to apply to serve as a trustee on the TMCA executive board.

The chapter also acknowledged the members who were graduates of the 2017 TMCA program. Congratulations to Cathy Duhart, TRMC, city secretary, Sinton; Ruby Beaven, TRMC, assistant city secretary, Rockport, and myself (LOL)! We also recognized the accomplishments of Teresa Valdez, TRMC, city secretary, Rockport, who completed her recertification. Finally, it was announced Ms. Beaven had completed the requirements for the Certified Municipal Clerk (CMC) designation from IIMC, which would be awarded in October 2017. Congratulations, Ruby!

All in all, another productive meeting for the Coastal Bend Chapter! Anyone interested in joining the Coastal Bend Chapter, or for general inquiries, can contact Chapter Secretary Rebecca L. Huerta, TRMC, city secretary, Corpus Christi, at 361-826-3105 or rebeccah@cctexas.com.

Members at the March meeting:

Kimberly Sampson, City Secretary – Ingleside

Ruby Beaven, Asst. City Secretary – Rockport

Teresa Valdez, City Secretary – Rockport

Rebecca L. Huerta, City Secretary – Corpus Christi

Herman Rodriguez, City Secretary – Robstown

Beatriz Charo, Grants Administrator – Robstown

Gabriela Hernandez, City Secretary – Beeville

Lydia Lopez, City Secretary – Hewitt

Jennifer Zufelt, City Secretary – Cuero

Sandra Osman, Main Street Manager, Cuero

Scarlet Swoboda, City Secretary - Victoria

Kandi Hubert, City Secretary – Goliad.

TMCA CHAPTER NEWS

Hill Country Chapter

By Chapter Secretary **Kelly Dix**
City Secretary, Burnet

Greetings from the beautiful Hill Country! The wildflowers in the Hill Country never cease to amaze us with their splendor. If you have not had a chance to visit the Hill Country in the spring, here is a sample of the beauty that surrounds us: the City of Llano was featured on CBS Sunday Morning on March 12 with **this beautifully captured video**. Enjoy!

The Hill Country Chapter met in February in Fredericksburg, at the Friedhelm's Bavarian Restaurant. Vice President Elaine Simpson, TRMC, city secretary, Granite Shoals, hosted the meeting as our President Toni Milam was unable to attend. We were very honored to have our 2017 TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, join us and share her message of how important our association is for our careers, and that the comradery and support we receive from our fellow clerks/secretaries is invaluable. Lydia inspired all of us to "toot our horns" and spread the word on the importance of our position, and the responsibility each one of us has not only to our city and our citizens but ourselves as well. Lydia encouraged all present to think about service on the TMCA board and participation in IIMC.

The Hill Country Chapter would like to send out congratulations to Siria Arreola, deputy city secretary, Boerne, for successfully completing another level toward certification! Way to go, Siria!



From left to right: Pattie Grote, Mason; Kerri Craig, Horseshoe Bay; Tina Keys, Brady; Brenda Craig, Kerrville; Lydia Lopez, TCMA President, Hewitt; Shelley Britton, Fredericksburg; Elaine Simpson, Granite Shoals; and Margie Rivera, Fredericksburg.

HILL COUNTRY CHAPTER

Sending a very special “Welcome to the Group” to Jill Shelton! Jill is the new city secretary for the City of Bandera. We are all looking forward to meeting Jill at our April Hill Country Chapter meeting in Fredericksburg.

To join the Hill Country Chapter, please contact President Toni Milam, TRMC, city secretary, Llano, at tmilam@cityofllano.com.

TMCA CHAPTER NEWS

Lone Star Chapter

By Chapter President **Alice Holloway, TRMC**
City Secretary, Pilot Point

Mark your calendar: the Lone Star Chapter will be holding its “Records Training Day” on September 13 at The Atrium at the Granville Arts Center in Garland. Registration details will be released soon.

In February the chapter’s training topic was “Rule 12 Vs. Public Information Act”; in March it was “Texas Alcoholic Beverage Commission”; and in April it was “Legislative Update.”

The Lone Star Chapter awarded twelve \$250 scholarships to its members in April.

Our upcoming meetings are scheduled for June 7, July 12, August 2, September 6, October 4, November 1, and a to-be-announced date for our December holiday party. We welcome you to join us: for more information, please visit [our website](#).



2016-2017 Lone Star Chapter members:

Linda Ashby, TRMC, Sherman
 Robyn Battle, TRMC, Prosper
 Tenitrus Bethel, Fairview
 Dorothy Brooks, TRMC, Forney
 Janis Cable, Lowry Crossing
 Liz Cappon, Fairview
 Kristy Cole, Rockwall
 Amy Dial, Royse City
 René Dowl, TRMC, Garland
 Carole Ehrlich, TRMC, Wylie

Vicki Faulkner, TRMC, Celina
 Yael Forgey, Azle
 Blanca Garcia, McKinney
 Sandra Green, Farmersville
 Deborah Hale, Collinsville
 Sandy Hart, TRMC, McKinney
 Lisa Henderson, TRMC, Plano
 Jenny Huckabee, Aubrey
 Kandi Jackson, TRMC, Seagoville
 Carrie Jones, TRMC, Denison

Laura Kennemer, TRMC, Quinlan
 Carole Kuykendall, Greenville
 Tina Link, Wylie
 Bob London, St. Paul
 Kristi Morrow, Frisco
 Aimee Nemer, TRMC, Richardson
 Teresa Nono
 Dana Nixon, TRMC, Melissa
 Jenny Page, TRMC, Frisco
 Cheryl Price, Sanger
 Deborah Richardson, TRMC, Plano

Vickie Schmid, TRMC, Richardson
 Carrie Smith, TRMC, Anna
 Lisa Stewart, Southmayd
 Tina Stewart, TRMC, The Colony
 Heather Stockton, Bonham
 Stephanie Storm, TRMC, Wylie
 Denise Vice, TRMC, McKinney
 Christie Wilson, TRMC
 Kathy Wingo, TRMC
 JoAnn Wright, Pilot Point

TMCA CHAPTER NEWS

Lower Rio Grande Valley Chapter

By Chapter Historian **Norma Cantu, TRMC**
Executive Assistant to the City Manager, Weslaco

The Lower Rio Grande Valley Chapter met on March 15 and on April 5. The City of Penitas hosted the chapter meeting on March 15 with the topic of discussion on “Use of Fire Extinguishers/Fire Safety.” Each attendee was able to try out the fire extinguisher simulator provided. Kudos to Penitas Chief of Police Roel Bermea and Fire Captain Ruben Garcia for educating us on fire safety.

We discussed working on a fundraiser to raise funds for future scholarships and swore in Norma Cantu, TRMC, executive assistant to the city manager, Weslaco, as historian for the LRGV Chapter.

The City of McAllen hosted the April meeting at the Salt Grass Steakhouse with TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, as our special guest. President Lopez presented some updates on behalf of the TMCA board as far as upcoming deadlines and upcoming proposals. The LRGV Chapter thanks President Lopez for attending our monthly meeting and wishes her the best in her future endeavors!

We were so honored to have many of you attend the “Servant Leadership” TMCCP seminar in McAllen. The LRGV Chapter hosted a social the evening of April 6 with delicious food and music. Those who attended enjoyed the wonderful nature scenery at Quinta Mazatlan. Thank you for attending.

For those wishing to join the LRGV Chapter please contact President Ana M. Valdez at citysecretary@cityofpenitas.com. Meetings are held the third Wednesday of every month at 11:30 a.m. Also be sure to like our Facebook page at www.facebook.com/lrgvsecretaries.



LRGV City Clerks Chapter hosted a luncheon in April with TMCA President Lydia Lopez, TRMC (second from left).

LOWER RIO GRANDE VALLEY CHAPTER



Above two photos: LRGV Chapter enjoying good food at the reception social for TMCA seminar attendees.



At top: City of Penitas Fire Safety Training by Police Chief Roel Bermea and Fire Captain Ruben Garcia; pictured with the LRGV Chapter. Above: Penitas Fire Captain Ruben Garcia teaching on fire safety.

LRGV Chapter member cities: Alamo, Alton, Brownsville, Donna, Edcouch, Edinburg, Elsa, Granjeno, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Los Indios, Lyford, McAllen, Mercedes, Mission, Palmview, Penitas, Pharr, Port Isabel, Palmhurst, Raymondville, Rancho Viejo, San Benito, San Juan, South Padre, Sullivan City, Weslaco

TMCA CHAPTER NEWS

North Texas Chapter

By Chapter President **Carol Borges, TRMC**
Deputy City Secretary, Southlake

Greetings to all!

NTMCA members have been pooling their collective experience to share and assist others. I continually hear stories of how one clerk is helping another, between large and small cities, tenured and new clerks, across department lines, and with inter-government agencies. The camaraderie and teamwork is a testament to the professionals in our ranks. Great job, clerks!

Our monthly meetings and guest speakers continue to provide the tools we need to be successful. Our February meeting was held at the Addison Convention Center with a wonderful lunch provided by Culinary Arts Catering. Guest speaker Caitlan Smelley, assistant to the Addison city manager and current president of the Urban Management Assistants of North Texas (UMANT), spoke about “Emotional Intelligence.” EI is not just an experienced person’s proficiency. No matter your age or history, achieving such discernment takes effort, a broad view of the world, and making the choice to embody the qualities and behaviors we admire.



At top: The NTMCA Chapter. *Front row, from left to right:* Ingrid Rex (Flower Mound), Monica Solko (North Richland Hills), Sheila Morales (Copper Canyon), Carol Borges (Southlake), Amy Shelley (Colleyville), Laura Bell (Addison), Art Camacho (Haltom City); *second row:* Linda Rhodes (Lake Worth), Susie Hiles (Azle), Alicia Richardson (North Richland Hills), Shannon Montgomery (Trophy Club), Diane Callahan (retired Highland Village), Lisa Cabrera (Joshua), Diane Cockrell (Decatur), Kim Sutter (Euless). *Back row:* Erika McComis (Bridgeport), Tanya Morris (Westlake), Angela Miller (Highland Village), Tammy Dixon (Bartonville), Kristi Gilbert (Argyle), Lindsay Wells (Euless), Kelly Edwards (Westlake), Mary Supino (Arlington), Kathryn Roberson (Arlington), Yael Forgey (Azle).

Above photo: Speaker Caitlan Smelley at the February NTMCA meeting in Addison

NORTH TEXAS CHAPTER



At top: Speaker Lauren Midgley at the March NTMCA meeting in Haltom City. Above: Mac Woodward, Professional Seminar in April at the Grapevine Convention & Visitors Bureau

Our March meeting was held at the cheerful Haltom City Library. Guest speaker Lauren Midgley, local author and business consultant, encouraged us with a presentation on “Strategies to be Less Stressed and Get More Done”. Time management is a necessary skill which allows us to strategize, accomplish, and create. This was a perfect topic as we began election season.

Our Professional Seminar, held annually in April, consisted of an Athenian Dialogue. The dialogue covered the book *Profiles in Courage* by John F. Kennedy, a 1957 Pulitzer Prize-winning volume of short biographies describing acts of bravery and integrity by eight U.S. senators. Facilitator Mac Woodward, director of the Sam Houston

Memorial Museum, led the discussion and provided a unique perspective on the historical value of the material. BIG thanks to the Seminar Committee (Christine Green, University Park; Kristi Gilbert, Argyle; Alicia Smith, Boyd) for doing an awesome job!

Our colleague, Linda Rhodes, TRMC, city secretary of Lake Worth, retired after serving her community and our organization with distinction for 35 years.

We will miss her friendship and warm smile. If you see her travelling about with grandbabies in tow, know that she truly deserves a joyful retirement!

Three NTMCA members passed exams at the TMCCP seminar in McAllen in April. Congratulations to Dianna Buchanan, Haslet; Erika McComis, Bridgeport; and Victoria Raduechel, Fate. We wish these ladies the best as they continue their education.

The Legislative Committee (Kim Sutter, Euless, and Theresa Scott,



Retiree Linda Rhodes being presented with a TMCA blanket

NORTH TEXAS CHAPTER

Flower Mound) has been following the numerous legislative bills affecting cities and providing valuable information to our members. You can keep up-to-date by accessing the [TML Legislative Update webpage](#).

Results of a member survey taken in January presented a few recommendations which were approved by the members: 1) moving forward to improve our web hosting service and provide for a “members only” page to access historical documents and photos; 2) improve

communication with our members and promote our chapter through social media applications (specifically Facebook and Twitter); 3) encourage regular evening socials (i.e., local monthly happy hours as well gatherings in conference cities). We look forward to continuing to improve our teaming efforts across the chapter!

In closing, I’d like to thank the board, committee volunteers, and all of our members for their time, thoughtfulness, and support. Your commitment makes us strong!

TMCA CHAPTER NEWS

Northeast Texas Chapter

By Chapter President **Doris Crockett**

City Secretary, Bullard

The Northeast Texas Chapter met on March 17 at 10:00 a.m. at Country Singer Miranda Lambert's Pink Pistol Boutique in Lindale. After a short time of shopping the members met in the adjacent restaurant Love and War in Texas. These establishments are a part of the new revitalization of downtown Lindale—The Cannery—Lindale's new entertainment/retail/residential complex including music venue and a proposed new park. Also Tyler Junior College has opened TJC North at this location, which provides Lindale and its surrounding communities with access to general education classes, nursing programs, and the recently launched TJC Veterinary Technician Program.

The meeting program consisted of a round table discussion with guests Smith County Elections Administrator Karen Nelson and Assistant Administrator Joanna Stanfield. General chapter business was conducted followed by lunch.

The next chapter meeting was scheduled for June 1 in Canton with TMCA President Lydia Lopez as guest. Following the meeting, members will have an opportunity to explore the famous 1st Monday Trade Day!



TMCA CHAPTER NEWS

Panhandle Chapter

By Chapter Secretary **Machiël Covey, TRMC**

City Secretary, Clarendon

Since the last newsletter the Panhandle Chapter met twice—February 16 and April 20—for our bi-monthly meetings at The Amarillo Club in Amarillo.

The February meeting was called to order by Vice President Kimberly Sloat, TRMC, city secretary, Canadian. Members had a round table discussion on the recent TMCCP Election Law Seminar.

The June meeting was called to order by Vice President Sloat. Our program was hosted by Lorraine Moreno, TMRS regional manager – City Services. She gave a presentation on retirement options, tax benefits, the proportionate retirement plans, and how to use the TMRS portal. Ms. Moreno distributed a service retirement estimate to each of us showing our own personal retirement information. She informed us of a pre-retirement seminar that will be held at the Amarillo Civic Center on June 28.

Gretchen Mercer and Vice President Sloat suggested hosting a “Records Management” class to be presented by TSLAC in July. The previous training was very successful and they believed we could fill a class of forty easily. It will be held at the Panhandle Regional Planning Commission training room with meals provided by our local chapter cities. Everyone was in favor of the idea and Vice President Sloat said that she would contact the TSLAC office to see if it could be arraigned. They also suggested hosting an Athenian Dialog in August with all members in support of the idea. Gretchen Mercer offered to see if we could schedule the class.



Speaker Lorraine Moreno, TMRS Regional Manager of City Services, at the chapter's meeting in April.

PANHANDLE CHAPTER

Vice President Sloat congratulated Stella Sauls, TRMC, city secretary, Borger, and Lindy Forsyth, TRMC, city secretary, Lefors, on their recertifying as TRMC.

Vice President Sloat asked members if we would be interested in hosting a TMRS certification class to be held at the Panhandle Regional Planning Commission conference room. It would be a one day class, free of charge, to get certified in TMRS. Ms. Moreno will check on available dates. The members thought it was a great idea!

The chapter decided to host an Athenian Dialogue in June of 2018 when a TMCCP seminar is scheduled to be in Amarillo instead of in August of this year.

It was discussed whether to keep our meetings at the Amarillo Club or move to a different location due to the current contract price increase. We decided to keep the meetings at the Amarillo Club until a new location was found. Vice President Sloat asked for volunteers to form a committee to find a new meeting location. Gretchen Mercer, Lynn Vela, and Machiel Covey volunteered for the committee.

The chapter will increase our annual dues effective 2018 from \$25 to \$50.

The chapter will donate \$100 to the Mary Kayser scholarship endowment fund.

TMCA Immediate Past President Cheryl Salgado, TRMC, city secretary/assistant city manager, Spearman, updated the chapter on the TMCA board meeting held March 24. We were informed that due to health issues, Sandra Watkins will resign from the board and Marie Balthrop will serve as TMCA vice president and president elect for the remainder of this year.



The Panhandle Chapter in Amarillo in February (left to right): Lindy Forsyth, Stella Sauls, Gretchen Mercer, Kristina Solomon, Kimberly Sloat, Patricia Phipps, Kim Fowler, Machiel Covey, and Lynn Vela.

PANHANDLE CHAPTER

It was reported that the TMCA Certification Committee met and still has several thousand in TMCCP registration scholarship and travel stipend funds, so if anyone needs help with TMCCP seminar or registration or travel fees, they should apply.

Our chapter needs to have a nomination for TMCA Municipal Clerk of the Year submitted by June 15. The chapter's board will make recommendations and the members can select who they would like to nominate by email.

Cheryl Salgado let us know that several HR certifications are now

eligible as an educational option for TMCCP recertification. One certificate (only one may be applied) will be 30 points toward the 60 point requirement.

There were good reviews on Dr. Holt's session, "Cultivating Confidence and Presence in the Workplace," at the TMCCP Election Law Seminar. TMCA is working to have a panel conduct a concurrent TML session on this topic at the TML Annual Conference in October.

Our next scheduled meeting will be on Thursday, June 22, at 11:00 a.m. at the Amarillo Club.

The following members attended the meetings.

Vice President Kimberly Sloat, TRMC, City Secretary, Canadian

Secretary Machiel Covey, TRMC, City Secretary, Clarendon

Treasurer Kristina Solomon, City Secretary, Tulia

Historian Cheryl Gibson-Salgado, TRMC/CMC, City Secretary, Spearman

Gretchen Mercer, TRMC, City Secretary, Canyon

Frances Hibbs, TRMC, City Secretary, Amarillo

Nelwyn Ward, City Secretary, Memphis

Stella Sauls, TRMC, City Secretary, Borger

Kim Rehkopf, City Secretary, Dumas

Patricia Phipps, City Manager/City Secretary, Friona

Kim Fowler, City Secretary, Perryton

Lynn Vela, City Secretary, Gruver

Ginger Burnett, City Secretary, Hedley



TMCA CHAPTER NEWS

Red River Chapter

By Chapter Secretary **Amy Anderson, TRMC**

City Secretary, Lakeside City

Members of the Red River Chapter met for our quarterly meeting at Johnny Carinos in Wichita Falls on March 15. President Tracy Norr, TRMC, city clerk, Wichita Falls, called the meeting to order and welcomed everyone.

Red River Chapter had several new faces to welcome at this meeting: Christy Bradshaw, city secretary, Vernon; Dee Boatenhamer, accounts payable clerk, Vernon; and Kia Boone, assistant city clerk, Wichita Falls. The guest speaker was Jenny Woods with Records Consultant, Inc., who informed the chapter on all the services they provide to municipalities.

The chapter will be hosting an IIMC Athenian Dialogue in August and chose the book *Girls of the Atomic City: The Untold Story of the Women Who Helped Win World War II* by Denise Kiernan. Look for further announcements on registration.

Marie Balthrop, TRMC, and Amy Anderson, TRMC, will continue to work on the bylaws of the chapter.

Chapter President Tracy Norr, TRMC, encouraged the chapter members to attend the TMCCP Graduate Institute in October since our very own Marie Balthrop, TRMC, city secretary, Holliday, will be installed as the next TMCA president.

Our next meeting will be held June 21 at Johnny Carinos. Everyone is invited to attend any of our chapter meetings. You will be welcomed with a smile and a hug.

For more information about the chapter, please contact Tracy Norr, TRMC, city clerk, Wichita Falls, at tracy.norr@wichitafallstx.gov.

Those attending the meeting:

Sandy Page, City Secretary, City of Bowie

Janelle Dolan, City Clerk, City of Burkburnett

Marie Balthrop, City Secretary, City of Holliday

Brenda Tarpley, City Secretary, City of Jacksboro

Amy Anderson, City Secretary, City of Lakeside City

Tracy Bankston-Smith, Administrative Assistant, City of Lakeside City

Tim Houston, City Secretary, City of Olney

Christy Bradshaw, City Secretary, City of Vernon

Dee Boatenhamer, Accounts Payable Clerk, City of Vernon

Tracy Norr, City Clerk, City of Wichita Falls

Kia Boone, Assistant City Clerk, City of Wichita Falls

TMCA CHAPTER NEWS

Salt Grass Chapter

By Chapter Secretary **Marisela Garcia, TRMC**
Deputy City Secretary, Webster

February 2: Houston-Galveston Area Council "Election Law Workshop"

On February 2 the Houston-Galveston Area Council hosted its annual "Election Law Workshop" at the Marriott West Loop in the Galleria area. Rick Guerrero, Intergovernmental Relations Manager, H-GAC, gave a warm welcome. Speakers Patrice Fogarty, TRMC, city secretary, La Porte; Lee Woodward, TRMC, city secretary, Huntsville; Crystal Roan, TRMC, city secretary, Webster; and Doris Speer, TRMC, city secretary, Tomball, presented the "Step-by-Step Conduct of an Election" from the January 2017 TMCA Election Law Seminar.

H-GAC and attendees declared the workshop a great success and very helpful, especially for the new election clerks. Plans are already underway for the 2018 Houston-Galveston Area Council "Election Law Workshop."

Above right photo: H-GAC "Election Law Workshop" speakers (from left to right): Patrice Fogarty, TRMC, city secretary, La Porte; Crystal Roan, TRMC, city secretary, Webster; Doris Speer, TRMC, city secretary, Tomball; and Lee Woodward, TRMC, city secretary, Huntsville.

At right: "H-GAC Election Law Workshop" attendees.



SALT GRASS CHAPTER

February Chapter Meeting

The Salt Grass Chapter held their monthly meeting on February 8 at the Katy Heritage Museum in Katy. Chapter President Doris Speer, TRMC, city secretary, Tomball, called the meeting to order with many members in attendance, including special guests Renee Cross, Associate Director and Diana Benitez, Program Manager, University of Houston Hobby School of Public Affairs, who gave a presentation on the Certified Public Manager Program.

At top right: Salt Grass Chapter members receiving information on the Certified Manager Program from the University Of Houston Hobby School Of Public Affairs. *Below right:* Vice President Melinda Welsh presenting Diana Benitez with a gift on behalf of the Salt Grass Chapter. *Below:* Tomball City Secretary Doris Speer teaches proper notarial acts.

March Notary Training Session/Chapter Meeting

The Salt Grass Chapter hosted a notary training session in Friendswood on March 8 with 41 attendees from numerous cities, counties, and companies. The session was led by Tomball City Secretary Doris Speer, TRMC, who presented a PowerPoint regarding proper procedures for notarial acts, how to avoid costly mistakes, and vital techniques and disciplines.



SALT GRASS CHAPTER

April Chapter Meeting

The Salt Grass Chapter held their April 12 meeting at TopGolf in Webster. Chapter President Doris Speer, TRMC, city secretary, Tomball, called the meeting to order, welcoming those in attendance, including special guests Dan Gibbens and Jeff Manley with Records Consultants, Inc. (RCI), who made a presentation on “Electronic Records Management.”

Upcoming Chapter Events

The Salt Grass Chapter will be hosting an Athenian Dialogue on the book *The Last Man on the Moon: Astronaut Eugene Cernan and America’s Race in Space* by Eugene Cernan and Don Davis, with dialogue facilitator Lee Woodward in Webster on Friday, July 13.

The next Salt Grass Chapter meeting is set for August 9 in Spring Valley Village. Salt Grass Chapter meetings are typically held on the second Tuesday of the month, January through April and August through December – our meetings are open to anyone and we love visitors!

The Salt Grass Chapter’s “Annual Public Information Seminar” will be held on Wednesday, September 13, in Stafford. For additional information on the seminar, please contact Tomika Lewis, city secretary, Stafford: 281-261-3902 or tlewis@staffordtx.gov.



Top right: 2017 Salt Grass Chapter Executive Board (from left to right): Melinda Welsh, TRMC, city secretary, Friendswood; Marisela Garcia, TRMC, deputy city secretary, Webster; Doris Speer, TRMC, city secretary, Tomball; Roxanne Benitez, TRMC, city secretary, Spring Valley Village; and Crystal Dozier, TRMC, city secretary Hunters Creek Village. At right: Dan Gibbens, President/CEO of RCI making a presentation on Electronic Records Management.

SALT GRASS CHAPTER

Members in attendance at the April meeting:

Roxanne Benitez, TRMC, City Secretary, Spring Valley
 Shannon Bennett, TRMC, Deer Park
 Laura Calcote, City Secretary, Oak Ridge North
 Crystal Dozier, TRMC, Hunters Creek Village
 Anna Evelyn, TRMC, Assistant City Secretary, West University Place
 Paula Favors, TRMC, City Secretary, Wharton
 Patrice Fogarty, TRMC, City Secretary, La Porte
 Marisela Garcia, TRMC, Deputy City Secretary, Webster
 TracyLynn Garcia, Assistant City Secretary, Tomball
 Maria Gonzalez, TRMC, City Secretary, Missouri City
 Rose Hamidian, Records Manager, Webster
 Tomika Lewis, City Secretary, Stafford
 Jennifer Namie, Honorary Member/Paralegal, Olson & Olson, LLP
 Michelle Perez, TRMC, Deputy City Secretary, Friendswood
 Crystal Roan, TRMC, City Secretary, Webster
 Dixie Roberts, TRMC, City Secretary, Alvin
 Gladis Sanchez, Records Specialist, La Porte
 Alisha Segovia, Deputy City Clerk, Baytown
 Pauline Small, TRMC, City Secretary, Webster
 Angela Smith, City Secretary, Cleveland
 Doris Speer, TRMC, City Secretary, Tomball
 Heather VanDine, Records Clerk, Friendswood
 Karen Vannerson, Honorary Member/Consultant, Linebarger Goggan Blair & Sampson, LLP
 Melinda Welsh, TRMC, City Secretary, Friendswood

Guests attending the meeting included:

Maggie Carty, City Secretary, Piney Point Village
 Lori Hollingsworth, City Secretary, El Campo
 Brandi Jimenez, Assistant to the City Manager, Wharton
 Renee Kross, Staff Assistant, Webster



Members at the April meeting.

TMCA CHAPTER NEWS

South Plains Chapter

By Chapter Secretary **Kim Perez, TRMC**
City Secretary, Ralls

Hello from West Texas!

The South Plains Chapter met at Italian Garden in Lubbock on March 21 for our quarterly meeting. The meeting was hosted by Lesley Gama, city secretary, Bovina.

After a fulfilling meal was served, Chapter President Sharon Trumble, city secretary, New Deal, called the meeting to order and introduced guest speaker Lyn Garcia with the South Plains Food Bank. Lyn informed the members of all the benefits and services the food bank offers to our surrounding communities and counties. You never know who is in need of assistance, and to learn that there are programs out there that help provide food to our local children and families is heartwarming.

President Sharon Trumble announced that three members took TMCCP exams in January and all three passed. Congratulations to Amanda Cummings, city secretary, Shallowater; Elena Quintanilla, city manager, Ransom Canyon; and Kathy Field, deputy city secretary, Slaton. Kathy Field was also awarded a vendor scholarship to attend the TMCCP Legislative Update Seminar in August.

The South Plains Chapter Municipal Clerk of the Year Committee proudly selected Beth Walls, TRMC, city secretary, Levelland, as the 2017 Chapter



Left to right: 2017 Texas Municipal Clerk of the Year State Nominee Brenda Shaw, TRMC, city manager/secretary, Morton, and South Plains Chapter 2017 Municipal Clerk of the Year Beth Walls, TRMC, city secretary, Levelland.

SOUTH PLAINS CHAPTER

Municipal Clerk of the Year and Brenda Shaw, TRMC, city manager/secretary, Morton, as the Texas Municipal Clerk of the Year state nominee for 2017. What an honor it is to have these two extraordinary ladies represent the South Plains Chapter.

Our next meeting is set for June 21 and will be hosted by Jodie House, city secretary, Crosbyton. If you would like to join us please contact Kim Perez at kim@cityofralls.org.

The South Plains Chapter members would like to say “thank you!” to the members of the TMCA Lower Rio Grande Valley Chapter for their gracious hospitality and hosting a wonderful dinner at Quinta Mazatlan during the TMCCP seminar in McAllen this April. We had a fabulous time.

Members in attendance at the March meeting:

Selia Arellano, city secretary, Floydada
 Janine Butler, TRMC, city secretary, Littlefield
 Sue Castles, Xcel Energy
 Toni Chrestman, TRMC, city secretary, Slaton
 Ida Davis, deputy city secretary, Levelland
 Lesley Gama, city secretary, Bovina
 Jodie House, city secretary, Crosbyton
 Patricia Isaguirre, city secretary, Hale Center
 Kim Perez, TRMC, city secretary, Ralls
 Brenda Shaw, TRMC, city manager/secretary, Morton
 Belinda Terrell, city manager/secretary, Whiteface
 Sharon Trumble, city secretary, New Deal
 Beth Walls, TRMC, city secretary, Levelland

Guests in attendance:

Lyn Garcia, Lubbock South Plains Food Bank
 Laura Paz, head billing clerk, Floydada



Front, left to right: Elena Quintanilla, city manager, Ransom Canyon, and Kim Perez, TRMC, city secretary, Ralls. At top: LeAnn Gallman, TRMC, city manager, Muleshoe; Jennifer Clements, TRMC, assistant to city secretary, Lubbock; and Tammie Mitchell, city secretary, Farwell.

TMCA CHAPTER NEWS

West Texas Chapter

By Chapter Historian **Diana Franco**
City Secretary, Kermit

The West Texas Chapter held their quarterly meeting at the Odessa Country Club on February 15, hosted by the City of Odessa. Chapter President Norma Grimaldo, TRMC, city secretary, Odessa, called the meeting to order and Odessa Mayor Pro-Tem Filiberto Gonzales welcomed all chapter members.

President Grimaldo introduced guest speaker Odessa Senior Assistant Attorney Natasha Brooks, who spoke and gave a PowerPoint presentation on “Open Meetings Act.” In other matters of business, Chapter President Norma Grimaldo discussed minutes approval, treasurer’s report, and payment

of bills. A chapter Scholarship Committee was approved, and members appointed to serve on it are Amy Turner, Midland; Miriam Watson, Rankin; and Stacy Stroud, Big Lake. The next quarterly meeting will be held in Midland on May 17.



TMCA CHAPTER NEWS

Yellow Rose Chapter

By Chapter President **Amanda McCrory, TRMC**

City Secretary, Burleson

The Yellow Rose Chapter held bi-monthly meetings on February 2, hosted by City Secretary Cathy DiMaggio at the City of Grand Prairie, as well as April 13, hosted by City Secretary Jeanne Heard at the City of Mansfield.

In February, while enjoying delicious food and the warm hospitality of the City of Grand Prairie, the chapter discussed its most recent update to the Yellow Rose Chapter website (www.yellowrosetmca.com): the new ability to pay for both luncheon fees and membership dues online. Also, by popular demand due to upcoming elections, chapter President Amanda McCrory gave a presentation on key points from election laws and legislative updates. After her presentation a detailed and informative question-and-answer session drew out even more great election conversations.

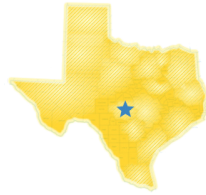


sightful and extremely informative question and answer session ensued afterward. Finally, the chapter recognized both City Secretary Sonja Land, TRMC, Mesquite, and City Secretary Cindy Gross, TRMC, Balch Springs for their recent TRMC recertifications.

In April, after a wonderful meal and a few housekeeping business items, the chapter was honored to introduce Municipal Court Director Theresa Ewing from the City of Fort Worth. Theresa gave a presentation on municipal courts generally as well as their interaction, and sometimes integration, with city secretary's offices. An in-

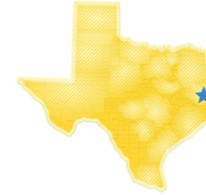
Our next meeting was scheduled for June 1. All guests are welcome to attend any meeting. For more information on our chapter, please visit our website at www.yellowrosetmca.com, or you can contact President Amanda McCrory, TRMC, CMC City Secretary, Burleson at amccrory@burlesontx.com.

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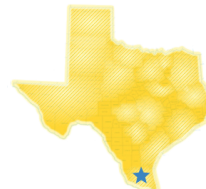
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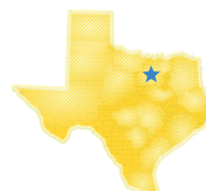
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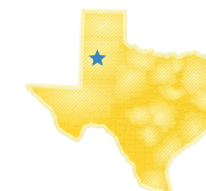
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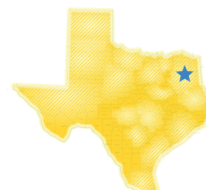
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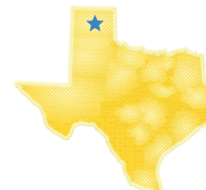
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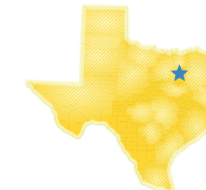
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2017 TMCA Executive Board & Committees

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City Secretary, Allen
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EX-OFFICIO MEMBERS: *Advisory Mgmt. Committee Chair Art Camacho, City Sec., Haltom City; Peggy Burnside, TMCA/TMCCP Administrative Dir.; Dr. Amy Holt, TMCA/TMCCP Education Dir.*

Committees

Advisory Management Committee

Art Camacho, Haltom City, Past President, Chair

Lydia Lopez, Hewitt, President

Cheryl Salgado, Spearman, Immediate Past President

Marie Balthrop, Holliday, President Elect

Lee Woodward, Huntsville, Certification Committee Chair

Peggy Burnside, *TMCCP/TMCA Admin. Dir.**

Dr. Amy Holt, *TMCCP/TMCA Education Dir.**

Audit Committee

Esmeralda Hudson, Waco, Chair

Art Camacho, Haltom City

Alice Holloway, Pilot Point

Aimee Nemer, Richardson, Board Liaison

Historian

Jana Lewellen, Robinson

Membership Committee

Kristi Gilbert, Argyle, Chair

Comprised of Chapter Presidents

Cara McPartland, Wimberley, Board Liaison

**non-voting member*

Municipal Clerk of the Year Committee

Ron Gonzales, Fort Worth, Chair

Tracy Norr, Wichita Falls

Baudelia Rojas, Alton

Kimberly Sloat, Canadian

Laure Morgan, Hemphill, Board Liaison

Nominating Committee

Norma Aguilar-Grimaldo, Odessa, Chair

Jeana Bellinger, Brenham

Lisa Henderson, Plano

Susie Quinn, Murphy

Alicia Richardson, North Richland Hills

Lydia Lopez, Hewitt, President

Marie Balthrop, Holliday, President Elect

Open Records

Steering Committee

Jannette Goodall, Austin

Resolutions Committee

Ellie Monteaux, Livingston, Chair

Tina Broussard, Beaumont

Doris Speer, Tomball

Jo Ann Touchstone, Lakeway

Christi Shivers, Mexia, Board Liaison

Retirement Committee

Leticia Vacek, San Antonio, Chair

Jamie Lee Case, San Marcos

Michelle Hicks, Lacy Lakeview

Sherry Roberts, White Oak

Wendy Withers, Shady Shores

Amanda McCrory, Burleson, Board Liaison

Scholarship Committee

Beth Walls, Levelland, Chair

Janine Butler, Littlefield

Amber Fuller, Hubbard

Cathy DiMaggio, Grand Prairie

Jennifer Reyna, Alamo Heights

Crystal Roan, Webster

Teresa Valdez, Rockport

Peggy Cimics, Cibolo, Board Liaison

Technology Committee

Patrice Fogarty, La Porte, Co-Chair

Melinda Welsh, Friendswood, Co-Chair

Jannette Goodall, Austin

TML Booth Committee

Crystal Roan, Webster, Chair

Salt Grass Chapter members

Maria Jackson, Missouri City, Board Liaison

TML Representative

Marie Balthrop, Holliday

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