What a fabulous start to 2011—the graduation of 34 new Texas Registered Municipal Clerks and the recertification of 37 clerks, and of those that recertified, six of them recertified for the fifth time. What an awesome achievement by all of you! Congratulations!!

The 2011 TMCCP Election Law Seminar was a great learning opportunity for the newest clerks as well as for our more veteran clerks. I don’t know about you, but I always hear something new at the Election Law Seminar. Laws change, things in our city change, and the Election Law Seminar with its outstanding sessions and networking opportunities is one of the ways we keep up to date. Thank you to all the presenters for the time and effort you give...
to help all of us run the best elections we can. A big thank you to our sponsors Dale Barstow with Municipal Code Corporation and Kirk Franklin with Franklin Legal Publishing. We appreciate your support and friendship.

Our Thursday luncheon speaker at the seminar was the Honorable Ron Clark, Judge for the United States District Court for the Eastern District of Texas. Judge Clark has always been a great supporter of Texas Municipal Clerks. He authored the second, third and fourth editions of the Texas Municipal Law and Procedure Manual. While serving in Texas Legislature in 1999 as the Representative of Distinct 62, he recognized and promoted Texas Municipal Clerks with a proclamation read on the floor of the Texas House of Representatives. We appreciate Judge Clark’s continuing support of Texas Municipal Clerks.

One of Judge Clark’s favorite phrases is that the clerk’s office is where the rubber meets the road in municipal government. We all know that it is certainly much easier for citizens to be involved in their local government than other levels of government. As the municipal clerk, we are often the first person someone coming to city hall comes into contact with. How do we make sure that our citizens come away with the best impression and the best service?

First, we can strive to become more involved with our city staff and councilmembers. If we understand what they are working on or concerned about, we are then better able to help our colleagues and be a better resource for our citizens.

Second, we can continue to improve ourselves. In 2010 President Pamela Schmidt gave us all a challenge to keep a copy of our TMCA Code of Ethics on our desk and to read it and use it as we make decisions. Part of our Code of Ethics states: “To strive constantly to improve the administration of the affairs of my office through independent study, courses, meetings and seminars, and through sound management practices to produce continued progress and so fulfill my responsibilities to my community.” How do we do this?
We can attend a local chapter meeting. If you do not know what chapter is in your area, click here to see a map and contact information for the various chapters. Local chapters are a great way to get involved, stay in touch with other clerks, and find out about best practices.

Third, we can offer support in our local chapter by volunteering for committees or serving as an officer. These are great ways to hone those vital leadership skills that also help us to serve our citizens and councils and staff with confidence.

So my challenge for you is to be the best you can be in your community and your local TMCA chapter. What opportunities are out there for you? What can you give back to your community and your fellow clerks?

Don’t miss the next educational TMCCP seminar opportunity:

**April 7-8, 2011, Tyler, Texas**

“The Municipal Budget Cycle”

*Featured Speaker – Patrick Shinkle*

Mary J. Kayser, TRMC
2011 TMCA President
mkayser@garlandtx.gov
TMCCP Seminars

The Municipal Budget Cycle

April 7-8, 2011
Holiday Inn—S. Broadway
Tyler, Texas

With speaker
Patrick Shinkle
Associate Director
Center for Public Management,
University of North Texas

Join us in Tyler this April for our TMCCP seminar, “The Municipal Budget Cycle,” with Patrick Shinkle. Mr. Shinkle has over 17 years’ experience in public funds management in Texas, including 12 years as Administrator of LOGIC and 5 years as part of the TexPool management team. He has frequently spoken on investment management, disaster recovery planning, computer security awareness, and technology related issues for such organizations as the Dallas Association for Financial Professionals, the Government Treasurers’ Organization of Texas, the Texas Association of Counties, and the Texas Association of School Business Officials.

Learn more and register today! Registration is open to all. Enrollees pursuing TMCCP certification or recertification can receive seminar attendance credit; this qualifies as a Course 3 seminar.

Personnel Management

June 9-10, 2011
MCM Elegante
Odessa, Texas

With speaker
Dr. Abraham Benavides
Associate Professor and
Assistant Chair
Dept. of Public Administration,
University of North Texas

Join us in Odessa this June for our TMCCP “Personnel Management” seminar with Dr. Abraham Benavides. Dr. Benavides’ areas of expertise are state and local government, government management, human resource management, ethics, and diversity issues in the public sector. Currently, his research involves Hispanic city managers, ethics, structures of government and emergency response, and legal and management issues in human resources. He consults local municipalities on a number of issues.

Seminar registration will open April 11; registration is open to all. Enrollees pursuing TMCCP certification or recertification can receive seminar attendance credit; this qualifies as a Course 1 or Course 4 seminar.
It is hard to believe that I am only nine months away from getting to spend time with many of you again at the TMCCP Graduate Institute Seminar in Addison. I think often of the sessions in McAllen in 2009 and your high energy and great participation in the sessions.

One of the challenges that many of us face is leading and motivating our teams in a difficult time. Most cities are facing budget shortfalls and we never seem to have enough staff to get the job done. During the TMCCP Graduate Institute in November, we are going to focus on leading in tough times with sessions on the following topics:

- Motivating the workforce
- Delivering difficult messages
- Holding our teams accountable
- Conflict resolution
- and Doing more with less

See you in Addison!

David Reed
Customer Centered Consulting Group, Inc.
2011 Scholarships

By Scholarship Committee Chair Diane Zucco, TRMC
City Secretary, City of Plano

Application deadline is June 15—apply today!

Now more than ever, the responsibilities of city clerks are increasing to cover an even wider spectrum of issues. To help city clerks meet the needs of their communities, the Texas Municipal Clerks Association, Inc., offers its members educational and professional development opportunities. At the same time, we’ve seen the impact of current economic times as municipal governments cut training from their budgets. The TMCA scholarship program can help bridge the gap and offer you the opportunity to reach your goal of certification or recertification.

The TMCA Major Scholarships and the MCCi Records Management Scholarships represent two different opportunities. Applications can be found at the Texas Municipal Clerks website and must be received by TMCA Scholarship Committee Chair Diane Zucco by June 15 to be considered. The committee will review applications, deliberate on eligibility, and designate awards. The scholarship winners will be notified and presentation will be made at the annual TMCA Awards Banquet held in conjunction with the TMCCP Graduate Institute in Addison on November 3.

Read on for more information regarding each scholarship and apply today. We look forward to hearing from you!
About the Scholarships

Apply for a TMCA Major Scholarship Award or an MCCi Records Management Scholarship

**TMCA Major Scholarship Awards**

Depending on the applicant's intended use of the scholarship—TMCCP or college/university study—the applicant may be granted a scholarship from one of the following sources, chosen by the Scholarship Committee. To apply for a TMCA Major Scholarship Award, download and submit our [application form](#).

**Dorothy F. Byrd Scholarship**

**Maximum amount awarded:** $500.00 each

**Intended use:** pursuit of either the Texas Registered Municipal Clerk Certification/Recertification (TRMC) (including travel to and from approved seminars) or eligible college/university study.

**History:** The Dorothy F. Byrd Scholarship was established in 1993 by the members of the Texas Municipal Clerks Association, Inc., to honor Dorothy Byrd, former Executive Director of Texas Municipal Clerks Certification Program and Texas Municipal Clerks Association, Inc.

**Lila Fern Martin Scholarship**

**Maximum amount awarded:** $1,000.00

**Intended use:** eligible college/university study

**History:** The Lila Fern Martin Scholarship honors the 1958-1959 president of the Association of City Clerks and Secretaries of Texas—the predecessor organization of TMCA.

**Dr. Joyce Snay Scholarship**

**Maximum amount awarded:** $500.00

**Intended use:** pursuit of the Texas Registered Municipal Clerk Certification/Recertification (TRMC), including travel to and from approved seminars.

**History:** Established in 2008, this scholarship honors TMCCP/TMCA Education Director Dr. Joyce Snay.

**Vendor Scholarships**

**Maximum amount awarded:** $500.00

**Intended use:** pursuit of the Texas Registered Municipal Clerk Certification (TRMC) or Recertification, including travel to and from approved seminars.

**History:** Various donors contribute funds toward Texas Municipal Clerks scholarships in recognition of the mission of TMCA and TMCCP, which states, "TMCA and TMCCP are dedicated to providing an educational and professional development program for novice and experienced municipal clerks." Past vendor donors have included: American Legal Publishing; Franklin Legal Publishing, Inc.; Laserfiche; Linebarger Goggan Blair & Sampson, LLP; Municipal Code Corporation; and Questys Solutions.

**MCCi Records Management Scholarship**

Developed to recognize city secretaries/municipal clerks who have established outstanding systems for records management or who have improved existing systems. To apply for an MCCi Records Management Scholarship, download and submit our [application form](#).

**Maximum amount awarded:** $500.00 in each of three categories

**Intended use:** Scholarship award funds are to be used for continued or advanced education in a TMCCP program or a TMCA-approved records management program (e.g., ARMA, Texas State Library, Council of Governments), including travel to and from eligible seminars.

**History:** The MCCi Records Management Scholarship was developed in 2006 for the purpose of recognizing city secretaries/municipal clerks who have established outstanding systems for records management or who have improved existing systems.
2011 Scholarships

General Requirements

Eligible applicants shall be current paid members of TMCA and shall have been paid members of TMCA for two consecutive years previous to application for the scholarship. Applicants must be actively pursuing certification or recertification in the Texas Municipal Clerks Certification Program. Applicants must have already earned the TRMC to be eligible to use the funds for a college degree.

(To learn about requirements for those pursuing a bachelor degree or graduate degree, visit our website.)

Selection Criteria

1. Applicants must meet all of the eligibility requirements.

2. Scholarships will be awarded based on a combination of the applicant's years of municipal service, membership in TMCA, Inc., and progress in the Texas Municipal Clerks Certification/Recertification Program. For those pursuing a college or university degree, points are awarded based on the number of college hours completed.

3. Preference will be given to applicants who have not received a previous award.

4. With the exception of the MCCi Records Management Scholarship, preference will be given to 1) city secretaries or municipal clerks; 2) assistant or deputy city secretaries or municipal clerks; and 3) other TMCA, Inc., members. Applicants must be city secretaries/municipal clerks to be eligible for the MCCi Records Management Scholarship.

5. Members of the current scholarship committee are not eligible to apply for a TMCA Major Scholarship or MCCi Records Management Scholarship.
2011 Scholarships

Scholarship Administration

(For full information about scholarship administration, visit our website.)

The TMCA treasurer disburses scholarship funds to the recipient(s) on a cost-reimbursement basis not to exceed the amount(s) awarded. The recipient(s) shall be reimbursed for qualifying expenses incurred between January 1 and December 31 of the year following the award of scholarship. The recipient must submit original, official receipt(s) issued by TMCCP, the college, or the university to receive payment for reimbursable expenses. Reimbursable expenses depend upon the scholarship awarded. Each scholarship and eligible expenses are listed below:

**Dorothy F. Byrd Scholarship**
(for TMCCP certification/recertification or college)

Reimbursable expenses are exclusive to: 1) cost of enrollment, textbooks, exam fees, seminar registration fees and travel expenses; 2) credit-hour tuition fees, (extension and correspondence courses listed in the institutional catalog that apply to the recipient(s) degree plan are acceptable); 3) building use fees; 4) student service fees; 5) identification card fees; 6) publications fees; 7) union building fees; 8) property damage fees; 9) science laboratory fees; 10) and academic department fees.

**Lila Fern Martin Scholarship**
(for college use only)

Reimbursable expenses are exclusive to: 1) credit-hour tuition fees (extension and correspondence courses listed in the institutional catalog that apply to the recipient(s) degree plan are acceptable); 2) building use fees; 3) student service fees; 4) identification card fees; 5) publications fees; 6) union building fees; 7) property damage fees; 8) science laboratory fees; and 9) academic department fees.

**Dr. Joyce Snay Scholarship**
(for TMCCP certification/recertification)

Reimbursable expenses are exclusive to: 1) cost of enrollment; 2) textbooks; 3) exam fees; 4) seminar registration fees; and 5) seminar travel expenses.

**Vendor Scholarships (Including the MCCi Records Management Scholarship)**

Reimbursable expenses are exclusive to: 1) cost of enrollment; 2) textbooks; 3) exam fees; 4) seminar registration fees; and 5) travel to and from approved seminars.

For full information about the scholarships, including post award requirements, please visit our website.
2011 TMCA Municipal Clerk of the Year

By TMCA Municipal Clerk of the Year Committee Chair Cara McPartland, TRMC
City Secretary, Village of Wimberley

On behalf of the Municipal Clerk of the Year Committee, I am pleased to solicit nominations for the distinguished 2011 TMCA Municipal Clerk of the Year. Each TMCA chapter is encouraged to nominate a representative for consideration; nevertheless, nominations are also accepted by individuals. This is the time to honor one of our own for the significant contributions they have made on the local and/or state level.

Your nomination(s) may be submitted to Committee Chair Cara McPartland, TRMC, City Secretary, Village of Wimberley, P.O. Box 2027, Wimberley, TX 78676; email: cmcpartland@cityofwimberley.com.

The nomination form may be downloaded here, or you may contact the TMCA office to request the form: municlers@unt.edu or 940-565-3488. Nomination forms will also be mailed to all TMCA chapter presidents. The deadline to submit nominations is June 15, 2011.

Members of the 2011 TMCA Municipal Clerk of the Year Committee are: Chair Cara McPartland, TRMC, city secretary, Wimberley; Christi Shivers, TRMC, city secretary/finance director, Mexia; Christie Wilson, TRMC, city secretary, The Colony; Peggy Cimics, TRMC, city secretary/HR director, Cibolo; Linda Rhodes, TRMC, city secretary, Lake Worth; TMCA Board Liaison Sherry Mashburn, TRMC, city secretary, College Station.

The 2011 TMCA Municipal Clerk of the Year will be announced at the Annual Awards Ceremony held in conjunction with the TMCCCP Graduate Institute in Addison on Thursday, November 3, 2011. Make plans to attend the Awards Ceremony to support your nominee(s) and honor the recipient! ★

Nominee requirements:
1. Must be a municipal clerk who has been an active member of TMCA for at least five years;
2. Must have provided service to other municipal clerks on a local level where the opportunity exists, or on a state level;
3. Must have exhibited leadership abilities;
4. Must hold the Texas Registered Municipal Clerk Certification; and
5. Must currently hold a municipal clerk position.

Download the PDF of the nomination form and nomination instructions.
TMCCP Election Law Seminar
January 12-14, 2011, Irving, Texas

The January TMCCP Election Law Seminar in Irving was a great success. Hundreds of city secretaries and city officials from across Texas were in attendance. Our keynote speaker at the TMCCP luncheon was United States District Judge Ron Clark.

Above right (clockwise from left): Jean Dwinnell, TRMC, city secretary, Fate; Betty Brown, TRMC, local government/election specialist, Bickerstaff Heath; Marty Hendrix, TRMC, city secretary, Fort Worth; and Deloris McKenzie, TRMC, city secretary (ret.), Friendswood. Congratulations to these Texas Registered Municipal Clerks on recertifying a record-setting FIVE times!

Near right: Central Texas Chapter members at the Election Law Seminar. Front row: Lydia Lopez, TRMC, city secretary, Hewitt, and Esmeralda Cuate-Hudson, TRMC, assistant city secretary, Waco. Lydia received her diploma of TRMC Recertification and Esmeralda received her diploma of TRMC Certification at the TMCCP graduation ceremony.
Above: Keynote speaker United States District Judge Ron Clark holds up the TMCA Capital Chapter’s city secretary-themed scholarship fundraiser t-shirt: “I don’t know all the answers, but I can tell you where to go... to find them. (Contact Melissa Brunner to learn more about ordering the t-shirt.)

Above right: The TMCCP graduating class of 2011 after receiving their diplomas.

Middle right (from left to right): Amy Harris, city secretary, Cameron; Shelley Goodwin, TRMC, deputy city clerk, San Marcos; Toni Milam, TRMC, city secretary, Buda; and Blanca Contreras-Cazares, administrative assistant, Cameron.

Lower right: The TMCCP recertifying class of 2011 after receiving their diplomas.

Left: Betty Brown, TRMC, local gov./election specialist, Bickerstaff Heath, and Crista Bromley, TRMC, director economic dev./deputy clerk, Burnet, earned their TRMC Recertification.
Above left: Pauline Small, TRMC, city secretary, Webster; and graduate Crystal Roan, TRMC, deputy city secretary, Webster.

Above: Keynote speaker United States District Judge Ron Clark.

At left—seated, from left to right: TMCA Salt Grass Chapter members Sharon Harris, TRMC, assistant city secretary, La Porte; Charlene Tighe, deputy city secretary, Deer Park; and Thelma Lenz, TRMC, city secretary, West University Place. Standing, left to right: Martha Gillett, TRMC, city secretary (ret.), La Porte, and Patrice Fogarty, TRMC, city secretary, La Porte.
TMCCP Graduating Class of 2011

Congratulations to graduates who have earned the Texas Registered Municipal Clerk Certification!

Front row:
Susan Stewart, TRMC, administrative assistant, River Oaks
Nan Billings, TRMC, city secretary, Bangs
Christel Pettinos, TRMC, city secretary, Coppell
Kerry Williams, TRMC, city secretary, Llano
Gale Ivy, TRMC, city secretary, San Saba
Karen Mericle, TRMC, city secretary/office manager, Clear Lake Shores
Sherry Roberts, TRMC, city secretary/office manager, White Oak
Barbara Boyd, TRMC, city secretary, Center
Beth Walls, TRMC, city secretary, Levelland
Jessica Graefe, TRMC, city secretary, Giddings
Crystal Roan, TRMC, dep. city secretary, Webster

Back row:
Carolyn Caldwell, TRMC, city secretary/finance director, Lindale
Donna Myers, TRMC, administrative assistant, Orange County WCID #1
Cindy Cerny, TRMC, city secretary, El Campo
Murvat Musa, TRMC, city secretary, Ransom Canyon
Leisa Hester, TRMC, senior clerk, Orange County WCID #1
Karen Price, TRMC, city secretary, Pampa
Teresa Moore, TRMC, city secretary, Horseshoe Bay
Bruce Dunn, TRMC, town secretary, St. Paul
Jacquelyn Harborth, TRMC, city secretary, George West
Shelley Goodwin, TRMC, deputy city clerk, San Marcos
Kay Lunnon, TRMC, city secretary, Gainesville
Esmeralda Hudson, TRMC, assistant city secretary, Waco
Judy Jackson, TRMC, city secretary, Throckmorton
Joy Hart, TRMC, senior administrative assistant, Murphy
Tiffany Littlepage, TRMC, city secretary, Bulverde
Traci Riggs, TRMC, secretary comm. serv./public works, Stephenville
Alice Snyder, TRMC, assistant city secretary, Plano

Not pictured: Linnea Bailey; LuAnn Drake; Teresa Herrera, TRMC, deputy city secretary, Palestine; Kelly Moore, TRMC, acting assist. city secretary, Port Arthur; Sara White, TRMC, city secretary, Round Rock; Janelle Williams, TRMC, city secretary, Palestine.
Recertifying Class of 2011

Congratulations to graduates who have recertified their Texas Registered Municipal Clerk Certification!

Front row: Martha Gillett, TRMC, city secretary (ret.), La Porte
          LeAnn Gallman, TRMC, city secretary Muleshoe
          Kathy Wingo, TRMC, city secretary, Lucas
          Diane Zucco, TRMC, city secretary, Plano
          Linda Taylor, TRMC, city secretary, Venus
          Cynthia Williams, TRMC, asst. city secretary, Post
          Susan Crim, TRMC, city secretary, Euless
          Jean Dwinnell, TRMC, city secretary, Fate
          Marty Hendrix, TRMC, city secretary, Fort Worth
          Deloris McKenzie, TRMC, city secretary (ret.), Friendswood

Back row: Suzanne Finch, TRMC, city secretary, Hereford
          Norma Grimaldo, TRMC, city secretary, Odessa
          Mary Lynne Stratta, TRMC, city secretary, Bryan
          Debra Howe, TRMC, city secretary, Castroville
          Deana Watson, TRMC, city secretary, Post
          Toni Wilson, TRMC, city secretary (ret.), Sundown
          Crista Bromley, TRMC, city secretary, Burnet
          Kathleen Wedell, TRMC, city secretary, Aledo
          Kelly D’Amato, TRMC, city secretary, Hickory Creek
          Elaine Simpson, TRMC, dep. city secretary, Garland
          Betty Brown, TRMC, local government/election specialist, Bickerstaff Heath

Sandy Hart, TRMC, city secretary, McKinney
Linda Zartler, TRMC, administrative services director/city secretary, Boerne
Brenda Glenn Craig, TRMC, city secretary, Kerrville
Lydia Lopez, TRMC, city secretary, Hewitt

Not pictured: Kimbra Butler, TRMC, city clerk, Groves;
          Amanda Elizondo, TRMC, city secretary (ret.), Weslaco;
          Arcelia Felix, TRMC, city secretary, Mercedes;
          Terri Johnson, TRMC, city administrator, Piney Point Village;
          Christina Laine, TRMC, city secretary, Marble Falls;
          Karen Lawson, TRMC, city secretary, Floydada;
          Carol Loucks, TRMC, city secretary (ret.), Henrietta;
          Pamela Rowe, TRMC, city secretary, Plains;
          Cynthia Singleton, TRMC, city secretary, Colleyville;
          Karen Thompson, TRMC, city secretary, Pflugerville;
          Leticia Vacek, TRMC, city clerk, San Antonio; and Angela Winkle, TRMC, city secretary, Crowley.
Texas Municipal League Report

By TML Representative Norma Grimaldo, TRMC
City Secretary, Odessa

TML is off to a busy year with this being a legislative session. The TML Board adopted the 2011 legislative priorities. The legislative program will focus on 1) ensuring that local decisions are made locally; 2) providing funding for vital municipal services; and 3) protecting and enhancing essential infrastructure. TML will work hard as it represents all of our cities and towns to protect local control. TML staff hired some lobbyists to assist with the legislation of proposed bills.

This year, TML is offering online webinars for a legislative status report. There will be three webinars for legislative updates: March 25, April 15 and May 13. This will allow the opportunity for elected officials and city staff to be informed on city-related bills. Also, the TML Legislative Update provides a listing of filed bills that relate to municipalities.

Mark your calendars: the annual TML Conference will be held in Houston on October 11-14 at the convention center. It will be the 99th anniversary for this conference, and the line-up of speakers will be outstanding.

TMCA certainly has made its presence known at TML. With our past TML representatives, programs at the conferences, and assisting with testimony during the past legislative sessions, TML staff knows we are ready and willing to assist.
The annual IIMC Conference will be held May 8-12 in Nashville, Tennessee. Unfortunately, the conference is being held earlier this year than usual, and the dates fall on election week in Texas. Hopefully, some Texas clerks will be lucky enough to cancel their elections (or hold their elections in November) and will be able to attend the entire conference. Region IV has submitted comments to the IIMC Board expressing our disappointment of the timing of the conference and asking that future bids for conference dates not conflict with Texas election week.

On the last day of the conference in Nashville, our very own TMCA President Mary Kayser, TRMC, city secretary, Garland, will be sworn in as the new Region IV Director representing our region (Texas, Louisiana, Mississippi, Arkansas and Oklahoma) on the IIMC board of directors. She will serve a three-year term and will replace outgoing Region IV Director Barbara Blackard of Clarksville, Arkansas. Mary is the perfect choice for us, as she has done an outstanding job on the IIMC Policy Review Committee. She is knowledgeable about the problems of the past and was instrumental in developing the Constitutional amendments and new policies adopted in Reno that will protect the organization in the future. Please join me in thanking Mary for her leadership and wishing her well.

Also, Marc Lemoine, deputy city clerk of Winnipeg, Manitoba, Canada, will be sworn in as the new vice president of IIMC. Marc will automatically ascend to the presidency of IIMC after serving as vice president and president elect. I had the opportunity to serve on the board with Marc, and I know he will do a fine job for the organization.

The IIMC study abroad tour will be held in September in South Africa. If you would like more information, please visit IIMC’s website at www.iimc.com.

Please don’t forget that Municipal Clerk Education Foundation (MCEF) scholarships and grants are available to IIMC members and state associations. Additional information is available on the IIMC website.

In May, I will rotate off the IIMC Board of Directors with the conclusion of my year as Immediate Past President. I thank all of you again for your support while we worked diligently to return IIMC to the organization it was meant to be. We were successful, and I’m proud of the role that Texas clerks played in making that happen. I would encourage you to continue to volunteer for IIMC committee service and to remain active in IIMC. We are finally on the right track with sound educational/certification guidelines and are once again financially stable. Let's be sure IIMC stays that way.

Thanks to all of you. It has been an honor and pleasure to represent you on the IIMC Board of Directors.
Congratulations to Texas Clerks

Timpson City Secretary Tanya Windham recently went to Frisco for a CPR training class. On the way back home, a car in front of her stopped, the driver jumped out, ran around the car, and pulled the passenger into the street. Tanya ran to help and discovered that the passenger was unresponsive. Tanya immediately responded and performed CPR, saving the person’s life. She was prepared and unafraid to act. Just like a city secretary!

Thank you to Frisco City Secretary Jenny Page, TRMC, for sharing the story with us on the Texas Municipal Clerks Yahoo Group!

IIMC Bulletins

Scarlet Swoboda, TRMC, city secretary, Victoria, and Annette Villarreal, TRMC, city secretary, McAllen, were recently awarded the Certified Municipal Clerk (CMC) designation from the International Institute of Municipal Clerks. The CMC designation program is designed to enhance the job performance of the clerk in small and large municipalities, and requires a municipal clerk attend extensive education programs.

Brenda Dennis, TRMC, city secretary, Schertz, was recently awarded the Master Municipal Clerk (MMC) designation from IIMC. To earn the MMC through IIMC's Master Municipal Clerk Academy, a municipal clerk must attend extensive education programs. The Master Municipal Clerk Academy is an advanced continuing education program that prepares participants to perform more complex municipal duties.

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
Charlene Tighe, Deer Park

Course 2
JoAnn Beard, Smyer

Course 3
Cecilia Castillo, Irving

Course 4
Fonda Brewer, Chireno
Kelly Daniel, Friona
Kristin Edwards, Huntsville
Laura Hallmark, DeSoto
Arpil S. Hill, Roanoke
Lisa Modisette, Hedwig Village
Sherry Reeves, Grandview
Leticia Y. Saenz, San Antonio
Cynthia Schwertner, Cottonwood Shores
Charlene Tighe, Deer Park
Lee Woodward, Huntsville
Alamo Chapter

By Chapter President Jennifer Reyna, TRMC
City Secretary, Alamo Heights

On Sunday, December 5, the Alamo Chapter hosted its first Annual Awards and Installation Banquet. The event was held at Paesano’s Restaurant located in Shavano Park. Invited guests and members came dressed in their holiday attire to celebrate.

City of Shavano Park Mayor A. David Marne began the evening with an invocation. 2010 Chapter President Yolanda Benitez, TRMC, city secretary, Garden Ridge, presented certificates of appreciation to the Scholarship and Nominating Committees.

The following members served on the Scholarship Committee: Chair Leticia Vacek, TRMC, city clerk, San Antonio; Janice Alamia, city secretary, Hollywood Park; Deborah Goza, TRMC, city secretary, Live Oak; and Mary Ybarra, TRMC, executive assistant to the assistant city manager, Schertz.

The Nominating Committee consisted of: Chair Yolanda Benitez, TRMC, city secretary, Garden Ridge; Peggy Cimics, TRMC, city secretary, Cibolo; Debra Howe, TRMC, city secretary, Castroville; Carole Vanzant, TRMC, city secretary, Fair Oaks Ranch; and Angela Cantu, city secretary-treasurer, La Vernia.
Alamo Chapter

Banquet Committee Chair Jennifer Reyna, TRMC, city secretary, Alamo Heights, recognized the members who served in the Banquet Committee: Delia Flores, TRMC, city secretary, Balcones Heights; Sheila Edmonson, assistant to the city secretary, Cibolo; Janice Alamilia, city secretary, Hollywood Park; Saundra Passailaigue, TRMC, city clerk, Shavano Park; and Yolanda Benitez, TRMC, city secretary, Garden Ridge, was the committee liaison. Certificates of appreciation were also presented to outgoing officers.

Norma Rodriguez, City Clerk Emeritus, San Antonio, presented the first Norma Rodriguez Scholarships to City Secretaries Saundra Passailaigue, Shavano Park, and Leticia Vacek, San Antonio, in the amount of $250.00. Floral bouquets were presented to the recipients. The Norma Rodriguez Scholarship fund was established in 2009 to assist local City Secretaries in their professional growth and these were the first scholarships awarded.

Above right: Leticia Vacek was one of the recipients of the Norma Rodriguez Scholarship Fund. Pictured from left to right: Yolanda Benitez, TRMC, city secretary, Garden Ridge; Leticia Vacek, TRMC, city clerk, San Antonio; and Norma Rodriguez, city clerk emeritus, San Antonio.

Near right: Saundra Passailaigue was one of the recipients of the Norma Rodriguez Scholarship Fund. Pictured left to right: Yolanda Benitez, TRMC, city secretary, Garden Ridge; Saundra Passailaigue, TRMC, city clerk, Shavano Park; and Norma Rodriguez, city clerk emeritus, San Antonio.
Outgoing President Yolanda Benitez, TRMC, installed the incoming 2011-2012 officers. The newly elected officers are: President Jennifer Reyna, TRMC, city secretary, Alamo Heights; Vice President Carole Vanzant, TRMC, city secretary, Fair Oaks Ranch; Secretary Saundra Passailaigue, TRMC, city clerk, Shavano Park; Historian Mary Ybarra, TRMC, executive assistant to the assistant city manager, Shertz; and Treasurer Linda Gill, city secretary, Castle Hills. Installation of the incoming officers was based on a floral theme in representation of their duties, and beautiful floral arrangements were presented to the incoming officers. President Jennifer Reyna made her acceptance speech and thanked all those who have helped her during her career.

Newly-installed president Jennifer Reyna presented outgoing President Yolanda Benitez with a piece of red carry-on luggage as a token of the chapter’s appreciation for her service as president for the past two years.
Bluebonnet Chapter

By Chapter President Kay Torres
City Secretary, Robert Lee

The Bluebonnet Chapter meeting was hosted by Eastland City Secretary Shirley Stuart on December 8 and held at the Connellee Civic Center in Eastland.

Guests at the Bluebonnet Meeting were Eastland Mayor Mark Pipkin; City Manager Ron Holliday and his wife Alice Holliday; City Attorney Lois Rockefeller; 2010 TMCA President Pamela Schmidt, TRMC, city secretary, Richardson; Susie Quinn, TRMC, city secretary, Rowlett; Tamara Chafin, Texas Municipal League Risk Pool; and Shelley Burnett, Atmos Energy.

Chapter President Kay Torres led the business session of the meeting. The meeting included: 1) Reading of correspondence and announcements; 2) Approval of minutes; 3) Treasurer’s report; 4) Historian’s report; 5) Introduction of 2010 TMCA President Pamela Schmidt, TRMC, by Linda Knight, TRMC, city secretary, Breckenridge; President Schmidt spoke of service and giving back to our communities; 6) The Bluebonnet Municipal Clerk of the Year award was presented to Louetta Wallace, city secretary, Haskell; 7) Setting up host sites for the chapter meetings for the 2011 calendar year; 8) Administration of the oath of office ceremony to the chapter’s 2011 officers by TMCA President Pamela Schmidt; President Schmidt read a story of “A Gaggle of Geese” as part of the installation ceremony; 9) Enjoyment of Christmas entertainment provided by Alice Holliday and husband Ron Holliday (a.k.a. “Texas Slim”); 10) Reminder to members that membership dues were payable by March 2011; 12) Silent Auction total was $272.
Central Texas Chapter

By Chapter Secretary Donna Hawkins
City Secretary, Beverly Hills

The Central Texas Chapter held their annual Christmas Luncheon at the Heitmiller Steakhouse on December 10.

Congratulations to Esmeralda Cuate-Hudson, TRMC, assistant city secretary, Waco, for achieving her designation as a Texas Registered Municipal Clerk! Chapter President Lydia Lopez, TRMC, city secretary, Hewitt, also completed the requirements for her second recertification. The chapter is proud of their accomplishments.

We had a record number of chapter members who attend the January TMCCP Election Law Seminar this year, as you will see by the pictures. The Central Texas Chapter looks forward to expanding their membership in 2011. Consider this an invitation to all who might consider joining. If you have questions about membership or would like to join, please notify the Central Texas Chapter President Lydia Lopez at citysecretary@cityofhewitt.com.

We would like to extend our well wishes to all for the upcoming year! ★

Central Texas Chapter members at the TMCCP Election Law Seminar in Irving, January 2011. Front row: Lydia Lopez, TRMC, city secretary, Hewitt, and Esmeralda Cuate-Hudson, TRMC, assistant city secretary, Waco. Lydia received her diploma of TRMC Recertification and Esmeralda received her diploma of TRMC Certification at the TMCCP graduation ceremony.
Hill Country Chapter

By Chapter Secretary Shelley Britton
City Secretary, Fredericksburg

October 2010

The Hill Country Chapter held its October meeting on November 17 (sometimes it’s hard to get all our schedules together!) at the San Saba Civic Center. Members were welcomed by City Manager Stan Weik. Mr. Weik spoke about various projects ongoing in the city, his vision for San Saba, and the importance of the role of City Secretary. He admitted that he did NOT have the patience to do the job of city secretary and commended all of us who do. (Mr. Weik is a VERY smart man!)

Minutes of the August 2010 meeting were approved along with the treasurer’s report.

After a catered luncheon and general discussion, the Christmas party was set for December 15 in Fredericksburg, with a $15 limit on the gift exchange.

The meeting adjourned at 1:30 PM with a tour of San Saba park facilities by San Saba City Secretary Gale Ivy, TRMC.
December 2010

The Hill Country Chapter held its Christmas Party on December 15 at Silvercreek Restaurant in Fredericksburg, sponsored by Duncan Disposal. A gift exchange was enjoyed along with a great meal and fellowship.

The Hill Country Chapter meets every other month on the fourth Wednesday in Fredericksburg. For information please contact Vivian Saiz at vsaiz@cityofjunction.com or Shelley Britton at sbritton@fbgtx.org.

Hill Country Chapter members at the December 15 meeting. Front row: Vivian Saiz, city secretary, Junction; Brenda Craig, TRMC, city secretary, Kerrville; Pat Dildine, city secretary, Johnson City; Maria Alvarado, assistant city secretary, Junction. Back row: Karen Kiehne, assistant city secretary, Fredericksburg; Shelley Britton, city secretary, Fredericksburg; Ronda Reichle, city secretary, Granite Shoals; Gale Ivy, TRMC, city secretary, San Saba; Irma Hernandez, city secretary, Menard; Bobbie Mowrey, city secretary, Blanco; Kelly Dix, city secretary, Burnet; Sheila Brand, past city secretary, Kerrville.
Lone Star Chapter

By Chapter President Bruce Dunn, TRMC
City Secretary, St. Paul

The Lone Star Chapter continues its policy of offering meetings throughout its region.

November 2010

The Lone Star Chapter met at the Allen City Hall on November 3. Chapter business included announcing and awarding the chapter’s 2009/2010 Scholarships of $500.00 each. Recipients were Vicki Faulkner, TRMC, city secretary, Celina; Joy Hart, TRMC, senior executive assistant, Murphy; and Julie Lollar, TRMC, city clerk, Denison. Also announced and awarded were the 2010/2011 Athenian Scholarships of $50.00 each. Recipients were Carole Ehrlich, TRMC, city secretary, Wylie; Aimee Nemer, TRMC, city secretary, Wylie; and Kathy Wingo, TRMC, city secretary, Lucas. Chapter President Dunn thanked Scholarship Committee Chairperson Carole Kuykendall, Greenville, and committee members Susie Quinn, TRMC, city secretary, Rowlett, and Janis Cable, city secretary, Lowry Crossing, for a job well done. Also noted was that due to available funds, up to four $500 scholarships would be awarded next year.
President-Elect Vickie Faulkner, TRMC, city secretary, Celina, introduced Speaker Corbett Howard, Celina Economic Development Director. His topic was “2011 Economic Outlook: When Will the Budget Get Better?”

There were no committee reports due and Chapter President Dunn reviewed future chapter, TMCA, and IIMC meetings. The meeting ended with the raffle for items provided by host City of Allen.

December 2010

The Lone Star Chapter held their annual holiday get-together at Randy’s Steakhouse in Frisco on December 1. Chapter President Dunn, TRMC, began the meeting by giving special recognition to guests Stella Barrera, Frisco; Gloria Fay, St. Paul; Nina Jones, city clerk (ret.), Denison; and Sharon Kotwitz, Plano. The membership discussed gift cards to be available for the election seminar if needed and voted to allow for two $25 cards. President Dunn distributed a table showing current committee appointments for the year and
noted there were still available positions. Although committee reports were not due, it was noted that the Audit review/acceptance was on tap for the February meeting. Future meetings and educational sessions were announced.

There was no speaker planned for this event, but members enjoyed each other’s company with Christmas music playing in the background. Individual choices of chicken fried steak, parmesan crusted tilapia, or grilled chicken Cobb salad were enjoyed by all.

A silent auction was held during the event with proceeds going to the Scholarship Funds.

Please join us as a member or guest at our future Chapter meetings:

February 2, 2011 – Parker, Collin County

March 2, 2011 – Greenville, Hunt County

April 6, 2011- Richardson, Collin/Dallas County

Visit the Lone Star Chapter’s website to learn about upcoming events at http://tmcalonestarchapter.com.
Members in attendance at the December Lone Star Chapter meeting from Collin, Dallas, Denton, Grayson, Hunt and Rockwall counties were:

- Linda Ardis, TRMC, city secretary, Lavon
- Stella Barrera, Frisco
- Jacky Casey, assistant to the city secretary, Wylie
- Bruce Dunn, TRMC, city secretary, St. Paul
- Matt Denton, TRMC, town secretary, Prosper
- Vickie Faulkner, TRMC, city secretary, Celina
- Gloria Fay, St. Paul
- Nina Jones, city clerk (ret.), Denison
- Mary Kayser, TRMC, city secretary, Garland
- Sharon Kotwitz, Plano
- Carole Kuykendall, Greenville
- Lisa Lewis, The Colony
- Julie Lollar, TRMC, city clerk, Denison
- Aimee Nemer, TRMC, city secretary, Murphy
- Debbie Newell, city secretary, Greenville
- Teresa Nino, city secretary, Whitesboro
- Jenny Page, TRMC, city secretary, Frisco
- Cathy Pugh, city secretary, Tom Bean
- Susie Quinn, TRMC, city secretary, Rowlett
- Alice Snyder, TRMC, assistant city secretary, Plano
- Christie Wilson, TRMC, city secretary, The Colony
- Kathy Wingo, TRMC, city secretary, Lucas
- Diane Zucco, TRMC, city secretary, Plano
The Lower Rio Grande Valley City Clerks Chapter met November 18 at the McAllen Central Fire Station Administration Conference Room. McAllen City Manager Mike R. Perez and Chapter President and McAllen Deputy City Secretary Perla Zamora, TRMC, gladly welcomed members of the LRGV Chapter and honorary guest TMCA President Pamela Schmidt, TRMC, city secretary, Richardson.

TMCA President Schmidt administered the oath of office to Dina Garcia city secretary, Penitas, as chapter secretary/treasurer.

McAllen Assistant City Attorney Aaron Leal gave a brief report and overview of the bills filed to date for consideration in the 2011 Legislative Session.

President Schmidt gave a presentation on the Texas Municipal Clerks Certification Program and highlighted the benefits of...
the program. She touched on the recent approved changes to the education criteria, including alternatives in lieu of the book reports; the changes would be applicable to the second recertification and beyond. A question-and-answer Session followed.

The Town of Port Isabel graciously hosted the January 26 meeting of the LRGV Chapter on the bay at the White Sands Restaurant. The guest speaker was Kathy Payton, president with the Harlingen Noon Toastmasters Club. She talked about the organization emphasizing the need to sharpen our speaking skills to improve our performance in situations of conducting business meetings, delivering presentations, leading our team and interviewing for jobs (to name a few). She offered basic techniques to sharpen our speaking skills, including being properly dressed/groomed, breaking the fear/nerves, smiling, utilization of vocal variety, avoidance of jargon, and utilization of some body language. Other related subjects included the introduction of speakers; presenting a prepared speech; and
Members in attendance at the January meeting were:
Chapter President Perla Zamora, TRMC, deputy city secretary
Vice President Hilda Pedraza, TRMC, city clerk, Pharr
Secretary/Treasurer Dina Garcia, city secretary, Penitas
Historian Annette Villarreal, TRMC, city secretary, McAllen
Susie Alcocer, city secretary, Port Isabel
Anabel Guillen, Donna
Martha Alvarado, city secretary, Donna
Susan Hill, city secretary, South Padre Island
Martha Martinez, assistant city secretary, South Padre Island
Sonia Padron, TRMC, assistant city clerk, Pharr
Yesenia Rodriguez, administrative supervisor, McAllen
Norma Olvera, administrative supervisor, McAllen
Alma Deckard, city secretary, Laguna Vista
Arturo Prida, city manager/city secretary, Rio Hondo

the utilization of audio-visuals, as people receive and learn in different ways. Chapter members Arturo Prida, city manager/city secretary, Rio Hondo, and Susan Hill, city secretary, South Padre Island, graciously participated in speaking exercises.

After the speaker’s presentation, the chapter continued its business meeting with a lengthy discussion about proposed changes to the bylaws.

For membership information, contact Dina Garcia, city secretary, Penitas at (956) 581-3345.
TMCA Members,

The North Texas Municipal Clerks Association (NTMCA) held our annual Holiday Celebration on December 8 at 11:00 am at the Texas Star in Euless. We had a great crowd and it was great to see some of our retirees. The members made a generous donation to a local charity “Feed by Grace.” Our own Art Camacho, TRMC, city secretary, Haltom City, was in charge of the entertainment, so you know a good time was had by all! The Holiday Committee did a phenomenal job!

Due to an unusual amount of ice and snow for our area, the February meeting was cancelled. Hopefully Mother Nature will cooperate for our March meeting.

NTMCA is hosting a Professional Seminar on March 10th at the Hurst Conference Center from 8:00 a.m. to 5:00 p.m. Sarah Jacobsen with the Texas State Library will conduct a session on Records Management. Motivational speaker and trainer, Marti Miller, will help us to derive more “Joy on the Job” and Ann Marks will teach us how to better communicate through the art of face reading. We will also have a short legislative update during lunch. The cost is only $75, with discounts for early registration and two or more attendees from one city. We would love to have you!! Information is available on our website www.ntmca.org. If you haven’t had a chance, take a minute to check out the website. We are very proud of it!
Something else that we are very proud of is our TMCCP Graduates! We had several chapter members receive their certifications or recertifications at the TMCCP Election Law Seminar in January: new graduates Christel Pettinos, TRMC, city secretary, Coppell; Susan Stewart, TRMC, administrative assistant, River Oaks; and recertifying graduates: Susan Crim, TRMC, city secretary, Euless; Jean Dwinnell, TRMC, city secretary, Fate; Marty Hendrix, TRMC, city secretary, Fort Worth; Elaine Simpson, TRMC, deputy city secretary, Garland; Cynthia Singleton, TRMC, city secretary, Colleyville; Linda Taylor, TRMC, city secretary, Venus; Kathleen Weddell, TRMC, city secretary, Aledo; Angela Winkle, TRMC, city secretary, Crowley; and Diane Zucco, TRMC, city secretary, Plano. Congratulations to you all!

On a sad note, we lost one of our own recently. Kelly D’Amato, town secretary with the Town of Hickory Creek, passed away after a short illness. Kelly will be greatly missed by us all.

If you are in the Dallas-Fort Worth area and are not currently attending NTMCA meetings, you are encouraged to do so. Feel free to contact me at shelly.doty@cleburne.net or at 817-645-0908 for more information on the meetings and membership. We would love to have you come and be a part of our organization! ★

The NTMCA Chapter at the December holiday meeting.
The Northeast Texas Chapter met December 10 at Traditions Restaurant in Tyler with President Melba Haralson, TRMC, city secretary, Gladewater, presiding.

President Haralson presented a gift to Kilgore City Secretary Karen Custer on the occasion of her retirement January 30.

New officers elected for two-year terms were: President Gail Weir, TRMC, city secretary, Ore City; Vice President Rosena Becker-Ross, city secretary/court administrator, Mount Enterprise; and Secretary Sherry Roberts, TRMC, city secretary/office manager, White Oak.

We welcomed our speaker, 2010 TMCA President Pamela Schmidt, TRMC, city secretary, Richardson, who presented an inspiring history of her life journey, encouraging us to give back to our communities.

The Northeast Texas Chapter will be hosting the TMCCP “Municipal Budget Cycle” seminar to be held in Tyler on
April 7-8. The Planning Committee—Cassandra Brager, city clerk, Tyler; Donna Sickel, city secretary, Carthage; Debra Johnson, assistant city secretary, Canton; and Sherry Roberts, TRMC, city secretary/office manager, White Oak—will work on preliminary plans for the event, to be finalized at our next meeting in March in Tyler.

At the graduation ceremony held at the TMCCP Election Law Seminar in January, the chapter proudly cheered for White Oak’s city secretary, Sherry Roberts, who can now proudly display TRMC after her name! Congratulations, Sherry! ★
Panhandle Chapter

By Chapter Secretary Cheryl Gibson-Salgado, TRMC
City Secretary/Assistant City Manager, Spearman

The Panhandle Chapter of Texas Municipal Clerks met December 16 at 11:30 a.m. at the Amarillo Club for their bimonthly meeting. Eleven members were present. The minutes of October 21 were approved and the treasury report was given and approved as presented.

The chapter had their annual Christmas Party with a gift exchange. The honored guest was 2010 TMCA President Pamela Schmidt, TRMC, city secretary, Richardson. Chapter Secretary Cheryl-Gibson Salgado, TRMC, city secretary, Spearman, presided over the meeting.

The chapter is scheduled to meet again February 17 at 11:30 a.m. at the Amarillo Club, Amarillo, Texas.

Members in attendance at the December meeting were:
- Treasurer Leslie Bass, city secretary, Fritch
- Vice President Frances Childers, city secretary, Dalhart
- Machiel Covey, city secretary, Clarendon
- Kelly Daniel, deputy city secretary, Friona
- Historian Suzanne Finch, TRMC, city secretary, Hereford
- Secretary Cheryl Gibson-Salgado, TRMC, city secretary, Spearman
- Mary Sue Lyles, city secretary, Groom
- Patricia Phipps, TRMC, city secretary, Friona
- Kim Rehkopf, city secretary, Dumas
- Stella Sauls, city secretary, Borger
- Kate Williams, Administrative Assistant, Perryton

The Panhandle Chapter at their December meeting.
Red River Chapter

By Secretary-Treasurer Lydia Ozuna, TRMC
City Clerk, Wichita Falls

The December 1 Red River Chapter meeting was hosted by City Clerk Lydia Ozuna, TRMC, at Pasquals Restaurant, Parker Square Shopping Center, in Wichita Falls. Fine dining was had by all.

There were eight members in attendance. President Marie Balthrop, TRMC, city secretary, Holliday, presided over the meeting and welcomed everyone. Everyone introduced themselves, including our guest speaker 2010 TMCA President Pamela Schmidt, TRMC, city secretary, Richardson.

Red River Chapter business was conducted, approving September 2010 meeting minutes and the treasurer’s report.

As part of the chapter business, President Balthrop presented the slate of Officers for 2011-2013: President Marie Balthrop, TRMC, city secretary, Holliday; Vice President Mitzi Wallace, TRMC, city secretary, Bowie; and Secretary/
Red River Chapter

Treasurer Lydia Ozuna, TRMC, city clerk, Wichita Falls. All were elected unanimously.

Annual donation to the Rathgeber Hospitality House was considered and approved to donate $200. The Rathgeber Hospitality House is located in Wichita Falls and is a “home away from home” for families of patients at United Regional Hospital.

TMCA President Schmidt presented a motivating and encouraging program on service to others and volunteerism as it relates to our role as city clerks/secretaries. It was a pleasure to hear from our president and have her in Wichita Falls.

Announcements were made on the upcoming TMCCP seminars: Election Law in Irving, The Budget Process in Tyler, Personnel Management in Odessa, and Legislative Update in Austin.

Our first 2011 quarterly meeting will be held March 24 at Pasquals Restaurant in Wichita Falls with our guest speaker Mr. Russell Haddock of MCCi. The program topic will be Records Management. We anticipate learning from Russell and receiving tips about how to manage our records more efficiently.

If you live in the Red River area or are just passing through, we would be delighted to have you visit us at one of our quarterly meetings. For more information on how to be a part of this great group of municipal clerks, please contact Lydia Ozuna, Red River Chapter Secretary-Treasurer at lydia.ozuna@wichitafallstx.gov or 940-761-7409. ★
Salt Grass Chapter

By Chapter Secretary Maria Gonzalez
Deputy City Secretary, Missouri City

November 2010 Salt Grass Chapter Meeting

The Salt Grass Chapter held their monthly meeting on November 10 at Texas Land & Cattle Steak House in Houston. Chapter President Missy Bunch, TMRC, city secretary, Katy, called the meeting to order at 11:42 a.m. Thirteen members were in attendance.

The program included a round table discussion. Patrice Fogarty, TRMC, city secretary, La Porte, stated she is a member of an Ad Hoc Committee on the TMCA board. She further stated that committee members are encouraged to contact her regarding concerns or suggestions they might have on how to conduct an election. Pauline Small, TRMC, city secretary, Webster, provided the chapter with further information regarding the Athenian Dialogue to be held on January 11 in Irving before the TMCCP Election Law Seminar. She further stated she would be hosting the Chinese Christmas Celebration in her home and members are strongly encouraged to attend.

The chapter also unanimously moved to approve an updated version of the Salt Grass Chapter’s logo. Special thanks are to be given to Ms. Crystal Roan, TRMC, deputy city secretary, Webster, for requesting the logo get revamped and submitting various options for the chapter to consider. Thank you, Crystal! Job well done.

Crystal Roan, TRMC, deputy city secretary, Webster, pursued a revision of the Salt Grass Chapter’s logo. At far left: the former logo; near left: the new logo.
**December 2010 Salt Grass Chapter Banquet**

The Salt Grass Chapter held their 2010 Annual Installation Banquet/Holiday Luncheon on December 8 at Maggiano’s Little Italy in Houston. Outgoing 2010 Salt Grass Chapter President Missy Bunch, TRMC, city secretary, Katy, gave a warm welcome to members and invited guests. Chapter Secretary Sharon Harris, TRMC, assistant city secretary, La Porte, led the Pledge of Allegiance; Webster City Manager Wayne Sabo led the invocation.

A congratulations are in order for Jenny Redden, TRMC, city secretary, Morgan’s Point, for winning the Deloris McKenzie Scholarship in the amount of $500.00. Congrats, Jenny!

Lisa Olmeda, TRMC—former city secretary for the City of Wharton, and, effective January 2011, personnel director for the City of Rosenberg—proudly accepted the 2010 Salt Grass Chapter award for “Outstanding Municipal Clerk” from last year’s recipient, Sandi Watkins, TRMC, city secretary, Deer Park. During this emotional presentation, Ms. Olmeda recognized every city secretary who has helped her throughout her path of becoming the great city secretary and chapter president she has become.

The chapter also presented Ms. Bunch with an appreciation gavel plaque on behalf of the chapter, and the very first Salt Grass Chapter throw.
Salt Grass Chapter

New officers were installed by Pauline Small as follows: President Thelma A. Lenz, TRMC, city secretary, West University Place; Vice President Sharon Harris, TRMC, assistant city secretary, La Porte; Secretary Maria Gonzalez, deputy city secretary, Missouri City; Treasurer Crystal Roan, TRMC, deputy city secretary, Webster; and Historian Krisha Langton, TRMC, city secretary, Sealy.

January 2011 Salt Grass Chapter Meeting

Chapter business was as usual on January 19 when President Thelma Lenz called the meeting order at 11:45 a.m. at Texas Land & Cattle in

At top: Jenny Redden, TRMC (at left), city secretary, Morgan’s Point, was presented the Deloris McKenzie Scholarship.
Above: 2010 Salt Grass Chapter President Missy Bunch, TRMC, city secretary, Katy, was presented with an appreciation gavel plaque on behalf of the chapter, as well as the very first Salt Grass Chapter throw.
Salt Grass Chapter

Houston. President Lenz welcomed members and readily proceeded with the appointment of various chapter members to our chapter committees.

At this time, Patrice Fogarty, TRMC, city secretary, Missouri City, announced she has accepted the position of city secretary with the City of La Porte effective February 22. The chapter also recognized and congratulated Martha Gillett on her retirement from the City of La Porte and presented her with a Salt Grass Chapter throw, gift card, and card on behalf of the chapter.

President Lenz read aloud a thank you note from Sandi Watkins, thanking the chapter for their prayers and generous heart during this difficult time.

The meeting adjourned at 1:02 p.m. and scheduled to meet again on February 9 at Texas Land & Cattle in Houston.

For more information about our chapter, to become a member, or to inquire about future meetings, please contact Chapter Secretary Maria Gonzalez at 281-403-8686 or mgonzalez@missouricitytx.gov.

The Salt Grass Chapter wishes a special congratulations to all our 2011 graduates and recertifiers!

Crystal Roan, TRMC, deputy city secretary, Webster (pictured - left)
Deloris McKenzie, TRMC, city secretary (retired), Friendswood (pictured - middle)
Karen Mericle, TRMC, city secretary, Clear Lake Shores
Martha Gillett, TRMC, city secretary (retired), La Porte (pictured - right)
Terri Johnson, TRMC, city secretary, Piney Point Village

Good job, ladies! Keep up the good work!
Members present at the January Salt Grass Chapter meeting:

Meredith Brant, TRMC, assistant city secretary, Seabrook
Missy Bunch, TRMC, city secretary, Katy
Dayl Cooksey, deputy city secretary, Sealy
Kristin Edwards, deputy city secretary, Huntsville
Patrice Fogarty, TRMC, city secretary, La Porte
Michele Glaser, TRMC, city secretary, Seabrook
Martha Gillett, TRMC, city secretary (ret.), La Porte
Maria Gonzalez, deputy city secretary, Missouri City
Sharon Harris, TRMC, assistant city secretary, La Porte
Krisha Langton, TRMC, city secretary, Sealy
Thelma Lenz, TRMC, city secretary, West University Place
Karen Mericle, TRMC, city secretary, Clear Lake Shores
Lisa Olmeda, TRMC, personnel director, Rosenberg
Crystal Roan, TRMC, deputy city secretary, Webster
Linda Ronick, TRMC, city secretary, Pasadena
Pauline Small, TRMC, city secretary, Webster
Christy Stroup, assistant city secretary, Clear Lake Shores
Charlène A. Tighe, executive secretary, Deer Park
TMCA Chapter News

South Plains Chapter

By Chapter Secretary Brenda Shaw, TRMC
City Secretary/Manager, Morton

The South Plains Chapter met on December 15 at Lakeridge Country Club in Lubbock.
The meeting was hosted by Muleshoe City Secretary LeAnn Gallman, TRMC.

President Gallman called the meeting to order and introduced 2010 TMCA President Pamela Schmidt, TRMC, city secretary, Richardson. President Schmidt addressed the members on service.

President Gallman introduced new member Minerva Orozco from Petersburg.

The September 2010 minutes and the treasurer’s report were approved.

President Gallman appointed Nancy Hale, TRMC, city secretary, Spur, as chair of the Municipal Clerk of the Year Committee for 2010; also appointed were JoAnn Beard, city secretary, Smyer, and Maria Hatchett, TRMC, city secretary, Lamesa. This committee will report at the March meeting.

TMCA President Pamela Schmidt swore in the 2011-2012 officers: President Toni Chrestman, TRMC, city secretary, Slaton; Vice President Maria Hatchett, TRMC, city secretary, Lamesa; Treasurer Brenda Shaw, TRMC, city secretary, Morton; Secretary Sharon Trumble, city secretary, New Deal; Director Jodie House, city secretary, Crosbyton. Historian Belinda Terrell, city secretary, Whiteface, was unable to attend and will take her oath at the next meeting.

The next meeting was set for March 16. Janine Butler, city secretary, Littlefield will be hosting.
West Texas Chapter

By Chapter Reporter/Historian Karen Bullard
City Secretary, Crane

President Tonya Todd called the fourth quarter meeting of the West Texas Chapter to order at 11:35 a.m. on November 17 at the Barn Door Steakhouse in Odessa. Interim Secretary/Treasurer Tonya Todd called roll with nine members present, representing seven cities. President Tonya Todd determined a quorum was present.

The minutes from the third quarter meeting on July 21 were accepted as presented. The treasurer’s report was accepted as presented.

At top right, from left to right: TMCA President Pamela Schmidt TRMC, city secretary, Richardson; Marla Arizola, city secretary, Sterling City; Karen Bullard, city secretary, Crane; and Tonya Todd, TRMC, city secretary, Wink, at the West Texas Chapter’s November meeting in Odessa.

Near right, from left to right: Amy Turner, city secretary, Midland; Tonya Todd, TRMC, city secretary, Wink; Norma Grimaldo, TRMC, city secretary, Odessa; Marla Arizola, city secretary, Sterling City; Lyn Miller, deputy city secretary, Midland; Anita Sparks, city secretary, Rankin; Karen Bullard, city secretary, Crane; Evelyn Ammons, city secretary, Big Lake; 2010 TMCA President Pamela Schmidt, TRMC, city secretary, Richardson; and Renee Lee, assistant city secretary, Rankin.
Payment of bills was approved, which included the purchase of a special gift, travel expenses, and lunch for visiting guest speaker TMCA President Pamela Schmidt, and a door prize presented at the TMCCP Graduate Institute in October.

The TMCCP Personnel Management Seminar will be held in Odessa in June 2011. Norma Grimaldo proposed the idea of preparing gift sacks and special events for the attendees of the seminar.

Tonya Todd introduced 2010 TMCA President Pamela Schmidt, TRMC, city secretary, Richardson, to the members and shared some of the many accomplishments of Ms. Schmidt. President Schmidt talked to the group concerning some TMCA programs. Those programs included an ad hoc election committee with five members representing various size cities; the committee will have a variety of duties and responsibilities concerning election laws, changes that need to be made, related bills filed during the legislative process, etc.

Before President Schmidt installed the Officers she read the inspiring story of “A Gaggle of Geese.”

President Schmidt swore in the 2011-2012 officers as follows: President Tonya Todd, TRMC, city secretary, Wink; Secretary/Treasurer Karen Bullard, city secretary, Crane; and Reporter/Historian Marla Arizola, city secretary, Sterling City.

It was a great honor to have President Schmidt attend the West Texas Chapter meeting, and a special gift of appreciation was presented to her.

The chapter members played “gift grab and steal” with Christmas gifts. The meeting adjourned at 1:17 p.m.

The 2011 first quarter meeting of the West Texas Chapter was scheduled for January 13 at 7:00 a.m. at the TMCCP Election Law Seminar in Irving.
# TMCA Chapters

<table>
<thead>
<tr>
<th>Chapter</th>
<th>President</th>
<th>PO Box</th>
<th>Address</th>
<th>Phone</th>
<th>Fax</th>
<th>Email</th>
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<tbody>
<tr>
<td><strong>Alamo Chapter</strong></td>
<td>Jennifer Reyna, TRMC</td>
<td>6116</td>
<td>Broadway</td>
<td>210-832-2209</td>
<td>210-822-8197 Fax</td>
<td><a href="mailto:jreyna@alamoheightstx.gov">jreyna@alamoheightstx.gov</a></td>
</tr>
<tr>
<td><strong>Bluebonnet Chapter</strong></td>
<td>Kay Torres, President</td>
<td>PO 26</td>
<td>76945</td>
<td>325-453-2831</td>
<td>325-453-4531 Fax</td>
<td><a href="mailto:robertleetexas@wtxs.net">robertleetexas@wtxs.net</a></td>
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<tr>
<td><strong>Capital Chapter</strong></td>
<td>Melissa Brunner, TRMC</td>
<td>329</td>
<td>Flatonia</td>
<td>361-865-3548</td>
<td>361-865-2817 Fax</td>
<td><a href="mailto:mbrunner@ci.flatonia.tx.us">mbrunner@ci.flatonia.tx.us</a></td>
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<tr>
<td><strong>Central Texas Chapter</strong></td>
<td>Lydia Lopez, TRMC</td>
<td>610</td>
<td>Hewitt</td>
<td>254-666-6171</td>
<td>254-666-6014 Fax</td>
<td><a href="mailto:citysecretary@cityofhewitt.com">citysecretary@cityofhewitt.com</a></td>
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<tr>
<td><strong>Coastal Bend Chapter</strong></td>
<td>Scarlet Swoboda, TRMC</td>
<td>1758</td>
<td>Victoria</td>
<td>361-485-3040</td>
<td>361-485-3045 Fax</td>
<td><a href="mailto:sswoboda@victoriatx.org">sswoboda@victoriatx.org</a></td>
</tr>
<tr>
<td><strong>Hill Country Chapter</strong></td>
<td>K. Vivian Saiz, President</td>
<td>730 Main St</td>
<td>Junction</td>
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<td>325-446-3003 Fax</td>
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<tr>
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<tr>
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<td>940-586-1107 Fax</td>
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</tbody>
</table>
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EX-OFFICIO MEMBERS: Advisory Management Committee Chair Patricia Ervin, Waco; Peggy Burnside, TMCCP/TMCA Administrative Director

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Patricia Ervin, Waco, Past President, Chair
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Pamela Schmidt, Richardson, Immediate Past Pres.
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Melba Haralson, Gladewater
Amanda McCrory, Burleson
Norma Grimaldo, Odessa, Board Liaison

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Suzanne Finch, Hereford

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(Comprised of Chapter Presidents)
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Sandra Watkins, Deer Park, Board Liaison

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Linda Rhodes, Lake Worth
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Christie Wilson, The Colony
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Pauline Small, Webster, Board Liaison

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Shelley George, Allen, Co-Chair

TML Booth Committee
Thelma Lenz, West University Place, Chair
Salt Grass Chapter Members

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Norma Grimaldo, Odessa, Vice President

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