President’s Message

PREPARE, SET, EXECUTE!

As our 2013 journey continues, I am making many great memories during my visits to the TMCA chapters. As I travel from chapter to chapter sharing my experiences and thoughts, I have seen positive attitudes and experienced members having fun and enjoying the friendships formed in our local chapters. Additionally, with the education that chapters provide, chapter members are continuing to reach a higher level of knowledge that is beneficial in assisting other municipal clerks.

In my previous two articles, I shared six life reminders with you to apply toward your personal and professional life. We move on to the next three as I embrace every moment of this year. In our journey through life, we need to focus on welcoming all
President’s Message

experiences, staying focused and not giving up, and communicating.

“Welcome all experiences.” It’s easy to say, but with some situations you can’t help but ask “why?” During a difficult situation, take the time to breathe and shake off the negative energy that is overwhelming you. Each experience offers an opportunity for personal growth that you can express professionally and personally. Experiences help shape us, and it is up to you to make it positive. Sometimes learning from your own experiences creates better results. Yes, we learn from each other’s experiences, but in some cases we have to learn the hard way. Yes, it makes us a better person. You are a better person!

“Stay focused and don’t give up.” Sometimes when we multi-task we focus on tasks that are easier or faster to complete. Take our records management, for example. Many of us need to work on our city documents as records management officers. Some of us are at different stages. Some municipal clerks may be at the planning stage, implementation stage, or “needs funding” stage. As part of our duties and our roles, we must stay focused to get those city documents under a records management plan and implemented. It is our responsibility. We may not be actively working on records management, but we don’t give up on it. We know records management needs to be addressed, no matter what stage your city is at with records management, and, even if it is out of your control, funding. We do not give up as clerks. Face the situation at hand, look at the situation, and review your options to move forward and see clearly which option is the better choice. In the words of Helen Keller, “Character cannot be developed in ease and quiet. Only through experiences of trial and suffering can the soul be strengthened, vision cleared, ambition inspired and success achieved.”

“Communication.” How well we know that communication is so important. Even if we don’t say one word, either at a meeting or visiting with a citizen, actions speak for us. For a municipal clerk, good communication is imperative so that the correct information is translated to the receiver. The lack of communication or miscommunication can be detrimental to clerks’ responsibilities. Please be confident that your staff, reporters, citizens, and council understand the message. It is a reflection on the city and the city secretary’s office.
It has taken me time to grow in this area. As a shy person, I did not talk much. I would say my hellos and cordial greetings. I was not much for conversation because I didn’t know what subjects to talk about. I thought talking about the weather was lame. Later, after I came out of my shell, I was told that people thought I was “stuck up” because I didn’t talk much. Well that hit me right in the face, and I was shocked. From that point forward, I made it a point to get out of my comfort zone and speak to others in social settings. I did not want to be portrayed as having any type of negative traits. Yet it turned out that this was a trait to work on to help me become a better person.

Our TMCCP Graduate Institute Seminar is around the corner in South Padre. Not only is it a great island to take a getaway, but you will have a great educational opportunity. We will have our annual TMCA Business Meeting at this seminar, and I will have the pleasure of installing your new 2014 TMCA Executive Board. The TMCA Banquet will be a hit—one that you do not want to miss. I hope to see you there. If you would like to reach me, I’m only a phone call or email away.

Remember to keep dancing on the sunrays. If you move to the next sunray, one of us municipal clerks is there to stand next to you to continue shining.

Enjoy your summertime and get some fun in!

Norma Aguilar-Grimaldo, TRMC
2013 TMCA President
ngrimaldo@odessa-tx.gov • 432-335-3276
This year marks a high point of my career, as I have had the distinct privilege to serve as president for the Texas Municipal Clerks Association, Inc. 2013 has been such an illuminating and gratifying experience as I have been accepted warmly by municipalities’ clerks and by city representatives at TMCA chapter meetings. Below is a list of meetings that I have attended. I encourage you to attend your chapter meetings, for they provide valuable resources and networking. I look forward to visiting the rest of the chapters across Texas.

March 13, Midland: West Texas Chapter
April 17, Kerrville: Hill Country Chapter
May 19-23, Atlantic City, New Jersey: IIMC Conference
June 12, De Leon: Bluebonnet Chapter
June 19, Wichita Falls: Red River Chapter
June 26, Leon Valley: Alamo Chapter
July 17, Arlington: North Texas Chapter
July 27, Salado: Capital Chapter
August 1, Lancaster: Yellow Rose Chapter
August 21, Robinson: Central Texas Chapter
September: Coastal Bend Chapter
September 18, Harlingen: Lower Rio Grande Valley Chapter
September 26, Center: Pineywoods Chapter
October 2, Wylie: Lone Star Chapter
October 4, Canton: Northeast Texas Chapter
October 8-11, Austin: TML Conference
December 11: Salt Grass Chapter
December 18, Lubbock: South Plains Chapter
December 19, Amarillo: Panhandle Chapter
Take part!

Celebrate with your fellow TMCA members on October 24 in South Padre Island at the Annual TMCA Business Meeting and the TMCA Awards Banquet.

TMCA Annual Business Meeting, Thursday, October 24, 11:30 a.m. The meeting includes the 2012 Annual Business Meeting minutes, the treasurer’s report, election of our 2014 officers, and the 2013 resolutions.

TMCA Annual Awards Banquet, Thursday, October 24, 5:30 p.m. The agenda includes recognition of our 2013 retirees, presentation of scholarship awards, presentation of the 2013 TMCA Municipal Clerk of the Year, the installation of 2014 TMCA officers, and the 2014 president’s acceptance speech. Dress is “after five.”

A banquet ticket is included in your Graduate Institute registration. If you are not attending the seminar but would like to attend the banquet, please purchase your banquet ticket in advance. We hope to see you there!
As you well know, municipal clerks are a strong driving force in local government and are often the most direct link between citizens and government. Sometimes your efforts fly under the radar, but other times your work is in the spotlight. Both are important. In both cases, you give of yourselves for the public good. Moreover, you work hard to serve your profession and your colleagues in other municipalities. City of Frisco City Secretary Jenny Page, TRMC, recently helped create legislation that will be helpful to taxpayers in terms of cost savings and other municipal clerks in terms of saving time.

As municipal clerks many of you must file a sundry of documents with the county clerk (e.g. liens, development agreements, annexations, easements, deeds, etc.) Sometimes you could do that electronically, but sometimes you would have to take time out of your busy day (or delegate this and take time out of someone else’s busy day) to physically take the documents to the court clerk’s office. And, for municipalities like Frisco, sometimes two court clerks would be involved since Frisco is located in Collin and Denton Counties.

Some persons and entities have been allowed to e-file documents with county clerks since as early as 1999. For instance, licensed Texas attorneys, banks, persons licensed to make regulated loans in Texas, or a title insurance company, all have been allowed to file electronic documents or other documents electronically for recording with a county clerk that accepts electronic filing and recording.

Jenny Page requested to be able to file electronically with Collin County, but was denied since a municipality was not authorized to perform electronic filing. Collin County
TMCCA Education Director’s Corner

Clerk Stacy Kemp worked with Senator Ken Paxton to create SB 1437. This bill would allow municipal clerks the ability to electronically file documents with the county. Jenny Page along with Frisco Assistant City Secretary Wendy Withers, TRMC, and Stacey Kemp traveled to Austin in April 2013 in support of this bill. Jenny and Wendy created an impressive letter to the chair of the Judiciary and Civil Jurisprudence Committee, Tyron Lewis. This letter cited the ability of technological advances to increase production and streamline government processes. They further pointed out how allowing municipal clerks to electronically file documents and the resulting time and money savings would present a positive image of fiscal responsibility on behalf of county and local governments. Who could argue with this? This bill passed unanimously and thus amended section §195.003 of the Texas Local Government Code. On May 20 municipal clerks were added to the list of individuals permitted to electronically file documents with a county clerk’s office.

This process, no doubt, added to Jenny’s already “full plate” at work, but like so many of you, she took the time and energy to make government work more efficiently. Thank you Jenny, Wendy, and Stacy! We are proud of you! ✪

TMCCA 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
Linda Asbell, Lakewood Village
Roxanne Benitez, Hedwig Village
Angela Cantu, La Vernia
Janice England, Saginaw
Jana Faucett, Temple
Paula Favors, Wharton
Gay Ferguson, Nederland
Amber Fuller, Hubbard
Blanca Garcia, McKinney
Deborah Gurka, Texas City
Amanda Jacobs, Bedford
Leticia Saenz, San Antonio
Mary Supino, Arlington
Christe Whitley Smith, Port Arthur

Course 2
Linda Asbell, Lakewood Village
Kara Atwood, Lufkin
Christy Badilla, Brady
Shannon Bennett, Deer Park
Leonardo Bonanno, Jr.
Krista Cain, Weatherford
Jacky Casey, Rockwall
Patricia Cortes, Cedar Hill
Deborah Dane, Kilgore
Sabra Davis, Granger
Jennifer Faircloth, Lucas
Jana Faucett, Temple
Asucena Garcia, Decatur
Seth Gipson, Hutto
Lyn Hill, Cedar Hill
Traci Paprocki, Schertz
Baudelia Rojas, Alton
Amy Shelley, Colleyville
Mary Supino, Arlington
Christe Whitley Smith, Port Arthur

Course 3
Linda Asbell, Lakewood Village
Shannon Bennett, Deer Park
Vicki Collins, Mansfield
Gay Ferguson, Nederland
Jannette Goodall, Austin
Amy Shelley, Colleyville
Angie Wade, Duncanville

Course 4
Linda Asbell, Lakewood Village
Kara Atwood, Lufkin
Shannon Bennett, Deer Park
Terry Blanchard, Rockdale
Leonardo Bonanno, Jr.
Machiel Covey, Clarendon
Deborah Dane, Kilgore
Jana Faucett, Temple
Asucena Garcia, Decatur
Jannette, Goodall, Austin
Shelley Major, Hudson Oaks
Diana Gordon Offord, Fulshear
Baudelia Rojas, Alton
Amy Shelley, Colleyville
Melinda Uriegas, San Antonio
How would you like the chance to serve TMCA and have fun with your peers at the same time? TMCA and the Capital Chapter are calling on enthusiastic volunteers willing to donate a few hours of time at the TMCA booth at the Texas Municipal League’s 101st Annual Conference to be held in Austin at the Austin Convention Center from October 8–11, 2013.

This is the premier venue for promoting the many benefits TMCA has to offer both novice and experienced city secretaries/clerks through its outstanding professional development and continuing educational opportunities, including the highly regarded Certification Program.

Help support TMCA and don’t miss this chance to interact and network with your colleagues and city officials from all over Texas, while spreading the word about the value of TMCA in helping city secretaries and clerks to achieve their highest level of competence and develop as respected leaders in their communities.

If you plan to attend the conference and would like to work one or more shifts at the TMCA booth, please call me at (512) 847-0025 or email me at cmcpartland@cityofwimberley.com.

I look forward to hearing from you and hope to see you in the beautiful City of Austin this October! ★
TMCCP Legislative Update Seminar
August 15-16, 2013, San Marcos, Texas

TMCCP’s “Legislative Update” Seminar in August in San Marcos was both informative and fun. Moderator Alan Bojorquez, Bojorquez Law Firm, and great team of presenters covered an array of valuable topics.

Thank you to the TMCA Capital Chapter for providing great goodie bags for attendees!
IIMC News

By IIMC Region IV Director Mary Kayser, TRMC
City Secretary, Fort Worth

Be sure to join your fellow Texas, Louisiana, Oklahoma, Arkansas, and Mississippi clerks for the 2013 IIMC Region IV meeting on December 10-12, 2013, in Midwest City, Oklahoma (please note the new dates!) The new Tuesday-Thursday schedule is different, and we will hold a survey after the meeting to solicit feedback as we try to find the best time to hold the meeting. There may not be a perfect time, but we can try to find the one that works best. Good news for Texas: this year’s meeting is no longer in conflict with the SOS Election Seminar.

IIMC Bulletin

Congratulations to Shelley George, TRMC, city secretary, Allen, on receiving the Certified Municipal Clerk (CMC) designation from the International Institute of Municipal Clerks. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The designation also requires pertinent experience in a municipality.

Shelley George earned her Texas Registered Municipal Clerk Certification from the TMCCP in 2002, has recertified twice, and is enrolled in her third recertification. She is a longtime and active member of TMCA, and has served on several TMCA committees. She is the current chair of the TMCA Certification Committee.

2014 TMCA MEMBERSHIP

It’s almost time to renew your TMCA membership!
You will be able to purchase your 2014 dues (membership term: January 1-December 31, 2014) in our online store. Look for our email reminder in mid-October!
Capital Chapter

By Chapter Secretary Jessica Graefe, TRMC
City Secretary, Giddings

President Shirley Garvel, city secretary, Elgin, welcomed the presenters and guest to the May meeting at Bickerstaff Health Delgado Acosta, L.L.P., in Austin.

Business of the Capital Chapter was conducted. The following items were approved: minutes, financial report, and contribution to the flower fund.

The revised bylaws for the Capital Chapter, including Clerk of the Year Policy and Procedures and Scholarship Reimbursement Program Guidelines Policy and Procedures, will be presented in September.

It was announced that nominations need to be submitted to the committee by May 17 to meet the June 15 deadline for TMCA Municipal Clerk of the Year.

Betty Brown, TRMC, local government election specialist, Bickerstaff Heath, gave an update on several House bills.

The Capital Chapter looked forward to its Annual Salado Seminar on July 26-27 at Stagecoach Inn in Salado. The presentations included “Investigating Complaints in the Workplace,” “End Violence Against Women,” and “Fire Safety.”

At the May meeting in Austin, Capital Chapter members enjoyed the great meal provided by Janet Rogers, city secretary, West Lake Hills, and Robyn Ryan, city secretary, Rollingwood, during the presentation.
After the meeting, President Shirley Garvel introduced the presenter and fellow chapter member Jannette Goodall, city clerk, Austin. Jannette and staff presented “Electronic Posting of Municipal Meeting Notices.”

For information please contact Chapter President Shirley Garvel at 512-281-5724 or sgarvel@ci.elgin.tx.us. ❆

Members in attendance at the May meeting:
Rachel Austin, city secretary, Jonestown
Chapter Treasurer Jeana Bellinger, TRMC, city secretary, Brenham
Terry Blanchard, city secretary, Rockdale
Betty Brown, TRMC, local government election specialist, Bickerstaff Heath
Tammy Cook, TRMC, deputy city clerk, San Marcos
Chapter President Shirley Garvel, city secretary, Elgin
Seth Gipson, management assistant, Hutto
Sylvia Gomez, city clerk, Martindale
Jannette Goodall, city clerk, Austin
Chapter Secretary Jessica Graefe, TRMC, city secretary, Giddings
Debbie Haile, TRMC, city secretary, Leander
Amy Harris, city secretary, Cameron
Christine Martinez, city secretary, Hutto
Sherry Mashburn, TRMC, city secretary, College Station
Cara McPartland, TRMC, city secretary/Court Clerk, Wimberley
Chapter Historian Brenda Page, city secretary, Smithville
Debbie Penberg, administrative assistant, Leander
LeAnn Quinn, TRMC, city secretary, Cedar Park
Myrna Rios, supervisor, Austin
Connie Rodriguez, TRMC, city secretary, Lockhart
Chapter Vice President Janet Rogers, city secretary, West Lake Hills
Robyn Ryan, city secretary, Rollingwood
Central Texas Chapter

By Chapter Secretary Jana Faucett
Deputy City Secretary, Temple

The Central Texas Chapter held a bi-monthly meeting on June 12. The City of Morgan’s Point Resort hosted the meeting at the Garrett and Mic Hill Community Center. Althea Wall, city secretary, Morgan’s Point Resort, welcomed everyone. David Huseman, city manager, Morgan’s Point Resort, provided opening remarks and thanked everyone in attendance. Hospice Compassus provided lunch and a wonderful presentation regarding hospice care.

Members accepted the nomination committee’s selection and presented Jana Faucett, deputy city secretary, Temple, with the Central Texas Chapter Clerk of the Year award. Members also accepted the committee’s nomination selecting Christi Shivers, TRMC, city secretary, Mexia, as TMCA Clerk of the Year nominee. Congratulations to Jana and Christi!!
Members also discussed TMCA updates, future chapter meetings, and upcoming seminars.

In other news, the Capital Chapter hosted the Annual Salado Seminar this year on July 26 and 27. The theme was “HOT, HOT, & HOT,” and topics included “Investigating Complaints in the Workplace,” “Four E’s of Leadership,” “End Violence Against Women,” and “Fire Safety.” A fun time was had as always for networking, food, and fun!

The City of Waco hosted the Texas Municipal League Region 9 Meeting on July 25.

Chapter members present at the June meeting:

- Kaci Allen, public information director, Robinson
- Sandra Barton, city secretary, Robinson
- Ronda Cockerham, TRMC, city secretary, Italy
- Jana Faucett, deputy city secretary, Temple
- Judy Keally, city secretary, Teague
- Lydia Lopez, TRMC, city secretary, Hewitt
- Kathy McKenzie, HR director, Robinson
- Karen Sanchez, finance director, Robinson
- Christi Shivers, TRMC, city secretary, Mexia
- Jana Taylor, city secretary, Fairfield
- Althea Wall, city secretary, Morgan’s Point Resort
- Roshuna Wiley, deputy city secretary, Mexia

At top: Central Texas Chapter Clerk of the Year Jana Faucett, deputy city secretary, Temple. Above: TMCA Municipal Clerk of the Year Nominee Christi Shivers, TRMC, City Secretary, Mexia.
Lone Star Chapter

By Chapter President Diane Zucco, TRMC
City Secretary, Plano

WHEW! A sense of relief washes over most of us. We’ve made it through the election season and won’t have to study the November Election Calendar. Like most groups, the Lone Star Chapter did not convene in May; but, our June meeting was packed with information including our Character First topic, “Faith,” from Kathy Wingo, TRMC, city secretary, Lucas; legislative update from Aimee Nemer, TRMC, city secretary, Richardson; and consideration of officer nominations from the floor. Our speaker, Plano Police Officer Christopher Bianez, reminded us to be aware of our personal safety at work and at home.

Above: Members at the June meeting. Julie Lollar, TRMC, purchasing coordinator—grant writer-CDBG administrator, Denison; Denise Vice, city secretary, Sachse; Donna Bradshaw, P&Z coordinator, Lucas; Diane Zucco, TRMC, city secretary, Plano; Stephanie Storm, records analyst, Wylie; Shelly George, TRMC, city secretary, Allen; Vickie Schmid, TRMC, deputy city secretary, Richardson; Alice Snyder, TRMC, assistant city secretary, Plano; Carole Kuykendall, assistant city secretary, Greenville; Sandy Hart, TRMC, city secretary, McKinney; Carole Ehrlich, TRMC, city secretary, Wylie; Debbie Newell, city secretary, Greenville; Alice Holloway, TRMC, city secretary, Pilot Point; Lisa Henderson, TRMC, deputy city secretary, The Colony; Kathy Wingo, TRMC, city secretary, Lucas; Christie Wilson, TRMC, city secretary, The Colony; Janis Cable, city secretary, Lowry Crossing; Kristy Ashberry, city secretary/assistant to city manager, Rockwall; Jennifer Faircloth, administrative assistant, Lucas; Carrie Hart, city secretary, Denison; Jacky Casey, assistant to the city secretary, Rockwall; and Jenny Page, TRMC, city secretary, Frisco.
We celebrated our Clerk of the Year—Lucas City Secretary Kathy Wingo, TRMC—and the successes of Lakewood City Secretary Linda Asbell and Sachse Deputy City Secretary Denise Vice, who both passed TMCCP exams.

On July 11 we held our “Records Management Workday.” A group of more than 100 attended the seminar “on the square” in McKinney to hear updates from the Texas State Library and Archives and the Attorney General’s office. An interactive program on customer service proved a hit with audience members, as did the networking and fellowship. Plans are already underway for 2014 so mark your calendars to join us next July.
The heat of summer brought the chapter back to Plano in August for a very important meeting. Members heard our Character First topic, “Gentleness,” from Kathy Wingo and received reports from our Nomination Committee Chair Carole Ehrlich, TRMC, city secretary, Wylie, and Budget Committee Member Wendy Withers, TRMC, assistant city secretary, Frisco. The group held a lively discussion about future fundraising opportunities, and was inspired to continue lifelong learning by TMCA’s Education Director Dr. Amy Holt.

A sincere thank you goes out to those serving on the chapter board this year. Not only have you supported me in conducting the regular business of our organization, but your contributions of time, talent, patience, and creativity resulted in an exceptional Records Management Workday. It is an honor to serve with President Elect Stephanie Storm, records analyst, Wylie; Secretary Janis Cable, city secretary, Lowry Crossing; Treasurer Jacky Casey, assistant to the city secretary, Rockwall; and Historian Vickie Schmid, TRMC, deputy city secretary, Richardson.
The Lower Rio Grande Valley Chapter met on May 17 at Pier 19 in South Padre Island. President Hilda Pedraza, TRMC, city clerk, Pharr, opened the floor for the chapter’s nominations for the 2013 TMCA Municipal Clerk of the Year. It was approved to nominate Annette Villarreal, TRMC, city secretary, McAllen, to serve as the chapter’s candidate.

A donation to the Joseph “Joey” Pustejovsky Jr Education Foundation (the fallen city secretary of the City of West), was also approved at the May meeting. President Hilda Pedraza reminded the chapter members of the TMCCP Graduate Institute Seminar, which will be held October 24-25 in South Padre Island.

Clerks and secretaries also had a big part in the May 17 TML Region 12 Workshop at the Schlitterbahn Resort. The members assisted in checking in those who attended the Workshop and in conducting the “behind the scenes” activity to make sure everything went smoothly during the workshop presentations.

On June 19 the chapter met at the Commissioners Chambers in the City of Alton. The guest speaker was Roy Cantu, director of the Public Information Office for the City of McAllen, on the topic of “Social Media.” Mr. Cantu presented the pros and
Lower Rio Grande Valley Chapter

The chapter also nominated, appointed, and swore in Ana Valdez, city secretary, Penitas, to serve as the chapter’s historian.

On July 24 the chapter met at the Tony Butler Golf Course in the City of Harlingen. The guest speaker was Maritza Esqueda, the general manager of Lone Star Shredding & Document Storage, on the topic of “Records Management.” Ms. Esqueda explained the importance of cities following a retention schedule for storing or destroying documents. She also recommended that city secretaries research the Texas State Library website to make sure they are in compliance with any laws on records management.

For those wishing to join the LRGV Chapter, please contact President Hilda Pedraza, TRMC, city clerk, Pharr, at hilda.pedraza@pharr-tx.gov.

Guest speaker Roy Cantu (center), director of the Public Information Office for the City of McAllen, presents the importance and benefits of social media in the workplace.

Penitas City Secretary Ana Valdez is sworn in as historian for the LRGV Chapter by Chapter President Hilda Pedraza, TRMC, city clerk, Pharr.
**Lower Rio Grande Valley Chapter**

*Above left:* Lower Rio Grande Valley Chapter members assisting at the TML Region 12 Workshop at the Schlitterbahn Resort at South Padre Island in May. *Above right:* Chapter Secretary/Treasurer Baudelia Rojas (left), city secretary, Alton, and Chapter President Hilda Pedraza, TRMC, city clerk, Pharr at the TML Region 12 Workshop.

*At right:* LRGV Chapter members pose for a group photo at the June meeting in Alton.
Chapter members in attendance at the July meeting:

Secretary/Treasurer Baudelia Rojas,
city secretary, Alton

Yuri Cantu, San Juan

Arcelia Felix, TRMC, city secretary, Mercedes

Vice President Bobby Rodriguez,
city secretary, San Juan

Amanda Elizondo, TRMC, city secretary, Harlingen

Olga Oberwetter,
city secretary/HR director, La Feria

Susan Hill, city secretary, South Padre Island

Lupita Passement, city secretary, San Benito

Chapter members at the July meeting in Harlingen.
North Texas Chapter

By Chapter President Alicia Richardson, TRMC
City Secretary, Southlake

In the spirit of our wonderful organization... shalom, aloha, hola, greetings, ciao, elo hay, blessings, hello, Kó yó, xin chào!

The North Texas Municipal Clerks Association is finishing strong for the 2012-2013 year. As mentioned in our last article, Vice President Diane Cockrell has lined up great programs for the months of July, August, and September.

In June our chapter recognized the service and contribution of our members. It is not the work of one, but the great work of many that ensures the continued success of our chapter. Our chapter is thankful to the following for their service on one or more committee(s):

2012 Holiday Committee: Chair Laura Bell, TRMC, deputy city secretary, Carrollton; Amy Arnold, TRMC, city secretary, White Settlement; Martha Garcia, TRMC, deputy city secretary, Arlington; and Art Camacho, TRMC, city secretary, Haltom City

2013 Holiday Committee: Chair Aimee Nemer, TRMC, city secretary, Richardson; Laura Bell, TRMC, deputy city secretary, Carrollton; Martha Garcia, TRMC, deputy city secretary, Arlington; and Monica Solko, TRMC, assistant city secretary, North Richland Hills

Alyce Deering Scholarship Committee: Chair Jesica McEachern, city secretary, Bridgeport; Aimee Nemer, TRMC, city secretary, Richardson; and Traci Riggs, TRMC, deputy city secretary, Southlake
Bylaws Committee: Chair Diane Callahan, TRMC, city secretary, Highland Village, and Ron Gonzales, TRMC, assistant city secretary, Fort Worth

Audit Committee: Chair Art Camacho, TRMC, city secretary, Haltom City, and Diane Callahan, TRMC, city secretary, Highland Village

Legislative Committee: Chair Jesica McEachern, city secretary, Bridgeport; Kim Sutter, TRMC, city secretary, Euless, and Mary Supino, city secretary, Arlington

Membership Committee: Kim Sutter, TRMC, city secretary, Euless

Municipal Clerk of the Year: Kim Sutter, TRMC, city secretary, Euless, and Carol Borges, city secretary, Westworth Village

Nominating Committee: Chair Sherry Reeves, TRMC, city secretary, Grandview; Diane Callahan, TRMC, city secretary, Highland Village, and Martha Garcia, TRMC, deputy city secretary, Arlington

Professional Seminar: Chair Mary Supino, city secretary, Arlington; Shannon DePrater, TRMC, town secretary, Crossroads, and Laura Bell, TRMC, deputy city secretary, Carrollton

Technology/Communications Committee: Mary Supino, city secretary, Arlington, and Monica Solko, TRMC, assistant city secretary, North Richland Hills

In June we also awarded two $500.00 Alyce Deering Scholarships. The scholarship program was created to encourage professionalism and continuing education of Texas municipal clerks by offsetting costs incurred while attending TMCCCP seminars. This year’s recipients were Linda Rhodes, TRMC, city secretary, Lake Worth, and Laura Bell, TRMC, deputy city secretary, Carrollton.

Chapter President Alicia Richardson (at right in both photos), TRMC, city secretary, Southlake, presented Alyce Deering Scholarships to Linda Rhodes (left), TRMC, city secretary, Lake Worth, and Laura Bell (right), TRMC, deputy city secretary, Carrollton.
The chapter also named the NTMCA 2013 Municipal Clerk of the Year—Alicia Richardson, TRMC, city secretary, Southlake; and NTMCA’s nominee for the 2013 TMCA Municipal Clerk of the Year—Art Camacho, TRMC, city secretary, Haltom City. In attendance to join Alicia and Art on their award and nomination were Southlake’s Mayor John Terrell and City Manager Shana Yelverton, and Haltom City’s Mayor Richard Hutchison and City Manager Tom Muir.

Above, from left to right: Southlake City Manager Shana Yelverton; NTMCA Chapter Municipal Clerk of the Year Alicia Richardson, TRMC; and Mayor John Terrell.

Top right, from left to right: Municipal Clerk of the Year Committee Member Carol Borges, city secretary, Westworth Village; NTMCA TMCA Municipal Clerk of the Year Nominee Art Camacho, TRMC, city secretary, Haltom City; NTMCA Chapter Municipal Clerk of the Year Alicia Richardson, TRMC, city secretary, Southlake; and Municipal Clerk of the Year Committee Member Kim Sutter, TRMC, city secretary, Euless.

Near right, from left to right: Haltom City Mayor Richard Hutchison; Deputy City Secretary Donna Pliska, TRMC; NTMCA TMCA Municipal Clerk of the Year Nominee Art Camacho, TRMC; and City Manager Tom Muir.
Nominating Committee Chair Sherry Reeves, TRMC, city secretary, Grandview, presented the 2013-2014 slate of NTMCA officers to the membership:

President – Diane Cockrell, TRMC, city secretary, Decatur
Vice President – April Hill, TRMC, city secretary, Roanoke
Secretary – Shannon DePrater, TRMC, town secretary, Cross Roads
Treasurer – Mary Supino, city secretary, Arlington
Historian – Angela Winkle, TRMC, city secretary, Crowley

At our June meeting, the membership approved the April 17 meeting minutes and the April and May monthly treasurer reports.

In July our chapter met in Arlington where our guest speaker, Stephen Booher, provided us with tools for “Mastering your Superpowers of Employee Engagement.” Mr. Booher reviewed the four types of employees: engaged, enrolled, disenchanted, and disengaged, and provided examples of how to coach each type. He shared Kevin Kruse’s definition of “employee engagement”: the emotional commitment the employee has to the organization and its goals. Although just an hour, Mr. Booher discussed and shared trends, models, and employee engagement resources for attendees. Here are a few books for your library: *5 First* by Mel Kleiman; *Employee Engagement* by Kevin Kruse; *Solution #1* by Price Pritchett;
North Texas Chapter

and You Already Know How to Be Great by Alan Fine. I encourage you to pick up one or more for your library.

Chapter business considered at our July meeting included the June 12 meeting minutes; the June monthly treasurer report; and the third quarter treasurer report (April-June 2013).

Lastly, we had the honor of hosting TMCA President Norma Aguilar-Grimaldo, TRMC, city secretary, Odessa, at our July meeting. We were happy that President Grimaldo had the opportunity to experience the quality speakers and programs our chapter hosts as we seek to empower and educate our members.

In rounding up our final meetings for this fiscal year, our chapter will meet in August and September. If you are close, please join us. Please note that Dr. Amy Holt will be presenting at our September meeting: September 18—City of Haltom City—guest speaker Dr. Amy Holt, presenting “Leading with Questions.”

NTMCA members at the July meeting:

Laura Bell, TRMC, deputy city secretary, Carrollton
Holly Blake, Southlake
Cathy Bourg, deputy city secretary, Burleson
Peggy Burnside, TRMC, administrative director, TMCA/TMCCP
Diane Callahan, TRMC, city secretary, Highland Village
Art Camacho, TRMC, city secretary, Haltom City
Diane Cockrell, TRMC, city secretary, Decatur
Stephanie Dimas, administrative aide I, Arlington
Kelly Edwards, TRMC, town secretary, Westlake
Martha Garcia, TRMC, deputy city secretary, Arlington
TMCA President Norma Aguilar-Grimaldo, TRMC, city secretary, Odessa
Julie Heinze, city secretary, Lewisville
Susie Hiles, assistant to the city manager, Azle
April Hill, TRMC, city secretary, Roanoke
Dr. Amy Holt, education director, TMCA/TMCCP

Susan House, TRMC, assistant city secretary, Mesquite
Amanda Jacobs, assistant city secretary, Bedford
Sonja Land, TRMC, city secretary, Burleson
Christine Loven, assistant city secretary, Colleyville
Amanda McCrory, TRMC, city secretary, Burleson
Jessie McEachern, city secretary, Bridgeport
Linda Rhodes, TRMC, city secretary, Lake Worth
Alicia Richardson, TRMC, city secretary, Southlake
Theresa Scott, TRMC, town secretary, Flower Mound
Miriam Sheehan, TRMC, administrative assistant, TMCA/TMCCP
Tina Stewart, administrative aide I, Arlington
Mary Supino, city secretary, Arlington
Kim Sutter, TRMC, city secretary, Euless
Norma Zenk, TRMC, city secretary, Azle
Diane Zucco, TRMC, city secretary, Plano
Northeast Texas Chapter

By Gail Weir, TRMC
City Secretary, Ore City

The Northeast Texas Chapter sends greetings to all our chapters, with “warm” wishes for a sizzling summer! The chapter enjoyed a break from the office in June when they met in Nash, with City Secretary Jennifer Studdard and her Court Clerk Kelli Harris as our hostesses. Bullard City Secretary Doris Bullard received a gift for travelling the farthest. Vice President Sherry Roberts, TRMC, city secretary/office manager, White Oak, provided an excellent presentation on legislative updates for our program. After touring the beautiful facility, the group enjoyed lunch at Ironwood Grill in beautiful downtown Nash.

Please remember in your thoughts and prayers our dear friend, Deanna McCasland, city secretary, Overton, in her time of illness. If you would like more information or to make a donation, please contact Tyler City Clerk Cassandra Brager: cbrager@tylertexas.com.

TMCA President Norma Aguilar-Grimaldo, TRMC, city secretary, Odessa, will be our guest speaker on October 4 in Canton. We invite everyone to join us as we get to
know this remarkable lady, a great example for all of us. In the meantime, don’t let budgets, PIA requests, demanding councils, or the heat get you down; remember: “a large oak tree is just a little nut that refused to give up.”

Northeast Texas Chapter

Those attending the June meeting were:
President Rosena Becker-Ross, city secretary/court admin., Mount Enterprise
Cassandra Brager, city clerk, Tyler
Vickie Brenton, TRMC, city secretary, Winnsboro
Doris Bullard, city secretary, Bullard
Deborah Dane, city clerk, Kilgore
Vice President Sherry Roberts, TRMC, city secretary, White Oak
Secretary-Treasurer Jennifer Studdard, city secretary, Nash

Sherry Roberts, TRMC, city secretary/officer manager, White Oak, presents Legislative Updates.
Panhandle Chapter

By Gretchen Mercer, TRMC
City Secretary, Canyon

The Panhandle Chapter met April 18 at the Amarillo Club and celebrated the retirement of Canadian City Secretary Terry South after 29 years of dedicated service. Chapter members gave Terry cards and gifts and shared memories of past seminars and times shared by the group.

The Panhandle Chapter also met June 20 at the Amarillo Club. Chapter Vice President Cheryl Salgado, TRMC, city secretary/assistant city manager, Spearman, presented “Effects of Colors on Moods and Energy of Fellow Workers,” demonstrating how the color of apparel can create moods from invigorating and exciting to calm and soothing.

The Panhandle Chapter would like to welcome our newest members, Kristina Solomon, city secretary, Tulia, and Kathy Styles, city secretary, Perryton.

Current members of the Panhandle Chapter:
- Frances Childers, city secretary, Dalhart
- Machiel Covey, city secretary, Clarendon
- Suzanne Finch, TRMC, city secretary, Hereford
- Charlene Gardner, TRMC, dep. city secretary, Pampa
- Francis Hibbs, city secretary, Amarillo
- Gretchen Mercer, TRMC, city secretary, Canyon
- Patricia Phipps, TRMC, city secretary/city mgr., Friona
- Karen Price, TRMC, city secretary, Pampa
- Andrea Rains, finance secretary, Amarillo
- Kim Rehkopf, city secretary, Dumas
- Cheryl Salgado, TRMC, city secretary/ast. city mgr., Spearman
- Stella Sauls, TRMC, city secretary, Borger
- Kim Sloat, city secretary, Canadian
- Kristina Solomon, city secretary, Tulia
- Kathy Styles, city secretary, Perryton
- Nelwyn Ward, city secretary, Memphis
- Ronnie Williams, Panhandle

The Panhandle Chapter celebrated Canadian City Secretary Terry South’s retirement.
Greetings from the Pineywoods!

The Pineywoods Chapter held their quarterly meeting in June of this year. The City of Lufkin hosted the luncheon at Manhattan’s Restaurant in downtown Lufkin. City of Lufkin Mayor Bob Brown was on hand to welcome our members and joined us for lunch. The chapter honored President Betsy Gregson, city secretary/finance officer (retired), Huntington, and member Tina Cavazos, city secretary (retired), Diboll. Both of these exceptional ladies have retired from municipal government. We wish them both well in their endeavors.

I am very honored to have been selected to succeed Betsy Gregson as president of our chapter. Our next chapter meeting will be held in the beautiful city of Center in September. TMCA President Norma Aguilar-Grimaldo, TRMC, city secretary, Odessa, will be joining us and we are so excited to have her visit with us!
Red River Chapter

By Chapter Vice President & Secretary/Treasurer **Janelle Dolan, TRMC**

City Clerk, Burkburnett

Members of the Red River Chapter met for our quarterly meeting at Pasquals Restaurant in Wichita Falls, “Pride of the Falls, Blue Skies and Golden Opportunities,” on June 19.

President Byers called the meeting to order and welcomed everyone.

Business of the Red River Chapter was conducted. The minutes of March 20 meeting were approved, as well as the treasurer’s report through March 7. Discussion was held on a future program for our chapter meeting.

It was requested that those attending the upcoming August TMCCP Legislative Update Seminar to bring any available handouts and provide an update to the other members. Our chapter has benefited greatly when those that attend the seminars share what they have learned with the others.

The Red River Chapter was very fortunate to have TMCA President Norma Grimaldo, TRMC, city secretary,
Odessa, as our speaker at this meeting. President Grimaldo spoke about the TMCA Salary Survey that was recently completed. She stated the survey will stay available on the Texas Municipal Clerks website and can be used for future budget purposes. President Grimaldo reported that TMCCP Education Director Dr. Amy Holt has finished all homework in the four TMCCP courses in pursuit of her TRMC Certification and only has to attend the remaining of her required seminars. President Grimaldo told us of possible future plans to make online courses available for the Certification Program. She reminded the chapter we can always volunteer to help with scanning or convening at the TMCCP seminars.

President Grimaldo provided a very informative and uplifting presentation on our abilities and how to be successful in our personal and professional lives. She stated we all have good qualities and we need to recognize our strengths and weaknesses. She also reminded us that our self-worth is more than what others think of us. President Grimaldo stated we need to trust and believe in ourselves and we need to have positive attitudes. She reminded us that we are responsible for how we view our lives. President Grimaldo ended her presentation with an account of some personnel actions that occurred in her office and how she handled a very challenging situation. President Grimaldo’s presentation was thoroughly enjoyed by our chapter.

We announced upcoming seminars and Athenian Dialogues, encouraging each other to attend and to carpool whenever possible.

Our next meeting will be held September 18 at Pasquals Restaurant. Everyone is invited to attend any of our chapter meetings.

For more information about the chapter contact Janelle Dolan, city clerk, Burkburnett, at jdolan@burkburnett.org or 940-569-2263. ★
Salt Grass Chapter

By Chapter Secretary Lee Woodward, TRMC
City Secretary, Huntsville

Salt Grass Summer

The Salt Grass Chapter took a three-month hiatus after its April meeting, but was delighted at spring’s end in May to hear of Chapter Historian Robin Eldridge’s move from Deputy City Secretary of Deer Park to City Clerk for the City of La Marque!

Robin first joined TMCA in the City of La Porte, and had prior municipal experience from the City of Shoreacres. She said, “I brought with me to the City of La Marque some very good ideas and working experience that I gained while working under some awesome city secretaries (La Porte City Secretary Martha Gillett [ret.], TRMC; La Porte City Secretary Patrice Fogarty, TRMC; and Deer Park City Secretary Sandra Watkins, TRMC). I know if I get stumped, that I have so many friends and colleagues through TMCA and the Salt Grass Chapter to help guide the way.” The chapter wishes Robin Eldridge, TRMC, city clerk, La Marque, a long, happy, and successful career.
The celebration of the summer was the well-deserved retirement of Sue Daniel, city secretary, Humble. The chapter was notified by Chapter President Maria Gonzalez, city secretary, Missouri City:

After 32 years of public service, Sue Daniel is packing up her heels and saying farewell to the City of Humble. Join me in congratulating Sue as she enters a more relaxed phase in her life… the life of retirement! No more City Council meetings, no more agendas, no more minutes, no more elections!

What a fantastic journey you’ve been on, Sue! How wonderful it is to see your city blossom and develop for the past 32 years!

Sue—know this is the beginning of endless possibilities; the world is now on your schedule. Many congratulations!!

In other chapter news, all are reminded that the annual Salt Grass Chapter Public Information Act Seminar in Deer Park has been moved to September 11 this year, to be able to incorporate any relevant legislative action.

The chapter’s next meeting is scheduled for August 7 in Webster. Webster City Secretary Pauline Small, TRMC, and Deputy City Secretary Crystal Roan, TRMC, will host the meeting.

Guests are always welcome! For more information on the Salt Grass Chapter, please contact President Maria Gonzalez, TRMC, city secretary, Missouri City, at mgonzalez@missouricitytx.gov.
South Plains Chapter

By Chapter Secretary Belinda Terrell
City Secretary, Whiteface

The South Plains Chapter met on June 19 at Orlando’s Restaurant in Lubbock. The meeting was hosted by the City of Smyer, City Secretary JoAnn Beard, TRMC.

JoAnn Beard introduced Amanda Godlove from Advanced Graphix in Lubbock. Amanda spoke on how to promote your city with signs and promotional items. Morton City Secretary/Manager Brenda Shaw, TRMC, won the door prize.

President Maria Hatchett, TRMC, city secretary, Lamesa, called the meeting to order and welcomed members and guests. Guests included speaker Amanda Godlove; Jaime Torres, director of public works, Smyer; and Jennifer Rempe, Franklin Legal Publishing.

President Maria Hatchett read two thank you notes: Toni Chrestman thanked everyone for the beautiful bowl and Kirk Franklin thanked the chapter for making him an honorary chapter member.

The treasurer’s report was approved as presented.
South Plains Chapter

A motion carried for the change of Toni Wilson instead of Toni Chrestman on the Nominating Committee for the 2013 Municipal Clerk of the Year (which had been approved at the March 20 meeting).

Kim Perez gave an update on the 2013 Annual Chapter Seminar. The date is set for November 22 at the Lubbock Garden and Arts Center. Motion carried to buy the book *We Band of Angels*.

Committee Chair Beth Walls, TRMC, city secretary, Levelland, gave the report on appointment of Municipal Clerk of the Year. The committee recommended LeAnn Gallman, TRMC, city secretary, Muleshoe, as the chapter’s Texas Municipal Clerk of the Year nominee for 2013. Brenda Shaw, TRMC, city secretary/manager, Morton, was appointed as the 2013 South Plains Chapter Clerk.

The next meeting was set for September 18. Debbie Gressett, TRMC, city secretary, Seminole will be hosting the next meeting.
West Texas Chapter

By Chapter President Amy Turner, TRMC
City Secretary, Midland

The West Texas Chapter met for their quarterly meeting on May 15 at Mi Piachi Italian Restaurante in Odessa.

The West Texas Chapter set a September 30 deadline for its 2014 scholarship application. Scholarship application forms will be sent out September 1. The Scholarship Committee will review all applications and make recommendations for approval at the fall meeting. The following people were appointed to the scholarship committee: Tonya Todd, TRMC, city secretary, Wink; Norma Aguilar-Grimaldo, TRMC, city secretary, Odessa; and Heather Ramirez, city secretary, Pecos.

The West Texas Chapter unanimously approved nomination of Norma Grimaldo, TRMC, city secretary, Odessa, for 2013 TMCA Municipal Clerk of the Year.

Following the business meeting, Russell Haddock of MCCi Innovations gave a presentation entitled “Simplifying your Content, Simplifying your Life” and spoke regarding electronic records management.

The next quarterly meeting was scheduled for August 21 in Midland.
West Texas Chapter

Attendees of the West Texas Chapter’s May meeting:

Alma Acosta, city secretary, McCamey
Karen Bullard, city secretary, Crane
Syndi Cadena, bookkeeper, Crane
Elodia Gomez, McCamey
Norma Grimaldo, TRMC, city secretary, Odessa
Adriana Moreno, deputy city secretary, Midland
Heather Ramirez, city secretary, Pecos
SueAnn Reyes, deputy city secretary, Midland
Tonya Todd, TRMC, city secretary, Wink
Amy Turner, TRMC, city secretary, Midland
Guest: Russell Haddock, MCCi Innovations
Yellow Rose Chapter

By Chapter Vice President Dolle Downe, TRMC
City Secretary, Lancaster

New Faces and Changing Places

Dr. Seuss’ popular book, *Oh, the Places You’ll Go!* might just describe the Yellow Rose Chapter to a “T.” With meetings held in the cities of Waxahachie, Lancaster, and most recently Cedar Hill, our chapter is, well... everywhere in our region. Just as noticeable and most impressive are the new faces that have visited each meeting: City Secretary Amanda McCrory, TRMC, and Deputy City Secretary Cathy Bourg from Burleson; Alicia Thomas, DeSoto; Amy Jo Ray and City Secretary Julie Featherston, Garrett; and Connie Hearne, Glenn Heights, all visited at our June meeting in Cedar Hill. Terri Miller from Glenn Heights and Robbyn Devore from Seagoville were at chapter meetings earlier in the year. The Yellow Rose Chapter is happy that we are still welcoming new faces as we approach our first anniversary as a chapter.

Chapter President Lyn Hill, city secretary, Cedar Hill, was unanimously named the first Yellow Rose Chapter Municipal Clerk of the Year. Lyn’s focused efforts and leadership to bring together city secretaries/clerks in southern Dallas, northern Ellis, and Tarrant Counties into a new TMCA chapter was phenomenal. She championed the cause, seeing a clear need for a new chapter to provide support and geographic proximity for networking. What’s so distinctive about Lyn is her uncanny ability to see the “extraordinary” in each member and connect with that member exactly where that member is in her career as a municipal clerk and in life. If you’ve talked with

Chapter President Lyn Hill, city secretary, Cedar Hill, was unanimously named the first Yellow Rose Chapter Municipal Clerk of the Year.
Yellow Rose Chapter

Lyn for any length of time, you know you have a “forever” friend. Congratulations to Lyn! It was the chapter’s pleasure to honor Lyn at our August meeting. You have inspired us all.

Also at our August meeting we were excited to welcome another face and friend, TMCA President Norma Aguilar-Grimaldo, TRMC, city secretary, Odessa. Norma’s update regarding TMCA activities was informative, and her personal message about perseverance, ethics and facing the challenges in our profession was insightful. The Yellow Rose Chapter is delighted with all the new faces and an ever-growing circle of like-minded colleagues, enthusiastic about being in municipal government and in serving its elected officials and citizens. We welcome you to join us.★

Chapter President Lyn Hill, city secretary, Cedar Hill, with visiting TMCA President Norma Aguilar-Grimaldo, TRMC, city secretary, Odessa.
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## 2013 TMCA Officers & Committees

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**Certification Committee**

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