



**Yellow Rose Chapter  
Texas Municipal Clerks Association, Inc.  
Agenda**

Thursday, October 13, 2022  
Lunch 11:30 a.m. – 12:00 p.m.  
Business Meeting 12:00 p.m. - 1:00 p.m.  
City of Burleson  
City Hall, Council Chambers  
141 W. Renfro Street  
Burleson, Texas 76028

- I. Welcome:** TMCA President Amanda Campos, City Secretary, City of Burleson
- II. Guest Speaker:** Matt Ribitzki, Deputy City Attorney, City of Burleson
- III. Business Meeting**
  - a. Consider Chapter Officer Nominations from the floor
  - b. Installation of Chapter Officers for a two-year term and give Oaths
  - c. Consider Committee Member Appointments for a two-year term.
  - d. Consider minutes from August 4, 2022, Yellow Rose Chapter Meeting
  - e. Consider Financial Report for the period ending September 25, 2022
  - f. Present 2022 Scholarship Awards
  - g. Discuss and consider Chapter website hosting options and associated funding
  - h. Discuss and consider the Advanced Institute Assistant for President Campos
    - Mariachis
    - Picture backdrop
    - Chapter of the Year basket
    - Yellow Roses for award recipient
    - Pins
    - Challenge Coins
  - i. Discuss and consider YRC meeting dates/times.

**IV. Adjourn**

*The purpose of the Yellow Rose Chapter shall be to expand the knowledge and image of the office of the City Secretary or City Clerk (Municipal Clerk); to engage in organized efforts to promote awareness of the importance of the duties performed by those in municipal government; to encourage each member to pursue the education opportunities offered, emphasizing the value of certifications afforded by membership in the TMCA; to foster relationships and network opportunities along with assistance and support among the chapters and individuals throughout our area, as well as throughout the state; to mentor new city clerks/secretaries and to impart professionalism, honesty and integrity to the communities we represent and to stand united in the common goal of upholding the constitution and laws of our communities, state and country.*



**Yellow Rose Chapter of the  
Texas Municipal Clerks Association  
MINUTES  
Thursday, August 4, 2022**

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The Yellow Rose Chapter of the Texas Municipal Clerks Association convened their meeting on Thursday, August 4, 2022, via Zoom

**In-person and Virtual Attendees**

Belinda Berg	Cedar Hill		Keera Seiger	Mansfield
Cynthia Chapman	Cleburne		Susana Marin	Mansfield
Ivy Peterson	Cleburne		Kaylin Duff	Mesquite
Angie Wade	Ennis		Sonja Land	Mesquite
Bethany Prewitt	Ennis		Caryn Stevens	Red Oak
Mona Lisa Galicia	Grand Prairie		Kandi Jackson	Seagoville
Jaqueline Munoz-Saldivar	Keene		Amber Villarreal	Waxahachie
Nathan Drambareanu	Keene		Jami Bonner	Waxahachie

**I. Welcome: Chapter President Amber Villarreal**

President Amber Villarreal, Waxahachie, called the meeting to order at 12:00 p.m., and welcomed everyone to the in person and hybrid meeting.

**II. Business Meeting**

**a) Consider minute from the June 2, 2022, Yellow Rose Chapter Meeting**

Motion made by Susana Marin and seconded by Sonja Land to approve the minutes from the June 2, 2022, meeting. Motion carried unanimously.

**b) Consider Financial Report for the period ending June 24, 2022**

Treasurer Ivy Peterson presented the report for the period ending June 24, 2022. Motion made by Keera Seiger and seconded by Ange Wade to approve the Minutes from June 24, 2022. Motion carried unanimously.

**c) Consider FY 2022-2023 Yellow Rose Chapter Budget**

Ivy Peterson presented the proposed FY 2022-2023 budget. She spoke in detail about two proposals (A and B) regarding the luncheon fee. Motion made by Caryn Stevens and seconded by Belinda Berg to approve the FY 2022-2023 Yellow Rose Chapter Budget with the "Proposal A" which is a \$25 luncheon fee. Motion carried unanimously.



**d) Discuss October YRC meeting (consider moving date due to TML Conference)**

It was discussed that the original October meeting would fall on the week of the Annual TML Conference. The meeting date was changed to October 13, 2022, and the meeting location will be announced at a later date.

**e) Discuss and consider Chapter website hosting options and associated funding**

This item was deferred to the next meeting to allow time to speak to the Lonestar Chapter regarding their website.

**f) Discuss and consider the Advance Institute Event in October 2022**

President Villarreal discussed the Yellow Rose Chapter (Chapter of the Year) putting on the after-hours event during the upcoming TMCA Advanced Institute Event. She stated that our Chapter will recognize the outgoing TMCA President and our Chapter Member Amanda Campos at the banquet. There was discussion regarding the Chapter paying for a Mariachi for the banquet dinner. Motion made by Susana Marin and seconded by Belinda Bert to spend up to \$1,000 on a Mariachi Band for recognizing of the TMCA Outgoing President Amanda Campos. Motion carried unanimously.

**g) Yellow Rose Chapter overview and updates of activities**

President Villarreal stated that new Officers and Committee Members will be appointed at the October meeting. Susana provided an update on officer nominations and stated she would reach out to those nominated to confirm the nomination to serve. Mona Lisa Galicia reminded everyone about the Yellow Rose Scholarships available and encouraged members to reach out to her for any questions. There was discussion regarding adding an item to the next agenda to discuss Chapter Meeting days.

**h) Consider Chapter Officer Nominations**

This item will be coming back to the Chapter at the October 13, 2022, meeting after Susana has had an opportunity to speak to each nominee regarding their nomination.

**III. Adjourn**

President Villarreal advised that she will keep everyone posted as to the location of the October 13, 2022, meeting. The meeting adjourned at 12:30 pm.



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Amber Villarreal, President

ATTEST:

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Cynthia Olguin, Secretary



**TEXAS MUNICIPAL CLERKS ASSOCIATION, INC.**  
**YELLOW ROSE CHAPTER**  
**TREASURER REPORT**  
 PERIOD 06/25/22 thru 07/26/22

**BEGINNING BANK BALANCE** **\$ 17,403.13**

**DEPOSITS**

<i>Date</i>	<i>Description</i>	<i>Amount</i>
7/14/2022	Business Meeting Fees (Branch Deposit)	\$ 80.00
	Membership Dues (Branch Deposit)	\$ 100.00
		\$ -
		\$ -
		\$ -
		\$ -
<b>TOTAL DEPOSITS</b>		<b>\$ 180.00</b>

**EXPENDITURES**

<i>Ck #</i>	<i>Date</i>	<i>Description</i>	<i>Amount</i>
		No expenditures reported for this period	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL EXPENDITURES</b>			<b>\$ -</b>

**ENDING BANK BALANCE** **\$ 17,583.13**

Submitted By: **Ivy Peterson, Treasurer**  
 Date: **10/7/2022**



