



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

Hybrid Meeting

Thursday, August 4, 2022

Lunch 11:30 a.m. – 12:00 p.m.

Business Meeting 12:00 p.m. - 1:00 p.m.

City of Mansfield - Training Room

Chris Burkett Service Center

620 S. Wisteria Street

Mansfield, TX 76063

- I. Welcome:** Chapter President Amber Villarreal
- II. Guest Speaker:** Dr. Amy Holt, PhD, TRMC Education Director Texas Municipal Clerks Association/Texas Municipal Clerks Certification Program
- III. Business Meeting**
 - a. Consider minutes from June 2, 2022, Yellow Rose Chapter Meeting
 - b. Consider Financial Report for the period ending June 24, 2022
 - c. Consider FY 2022-2023 Yellow Rose Chapter Budget
 - d. Discuss October YRC meeting (consider moving date due to TML Conference)
 - e. Discuss and consider Chapter website hosting options and associated funding
 - f. Discuss and consider the Advanced Institute Event in October 2022
 - g. Yellow Rose Chapter overview and update of activities
 - h. Consider Chapter Officer Nominations
- 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, June 2, 2022**

The Yellow Rose Chapter of the Texas Municipal Clerks Association convened their meeting on Thursday, June 2, 2022, at the City of Red Oak Municipal Center, located at 200 Lakeview Parkway, Red Oak, Texas.

Members/*Guests in Attendance

Amber Villarreal	Waxahachie		Bobbie Jo Taylor	Ovilla
Cindy Gross	Balch Springs		Emily Starkey	Ovilla
Ivy Peterson	Cleburne		Caryn Stevens	Red Oak
Kristin Downs	Duncanville		Summer Bloyed	Red Oak
Candace Garrett	Duncanville		Jami Bonner	Waxahachie
Angie Martinez	Duncanville		Mayra Ortiz	Wilmer
Chiquita Taylor	Grand Prairie			
Gloria Covin	Grand Prairie			
Cynthia Olguin	Hutchins			

I. Welcome: Chapter President Amber Villarreal

President Amber Villarreal, Waxahachie, called the meeting to order at 12:00 and thanked Caryn Stevens and the City of Red Oak for hosting this month’s meeting.

II. Business Meeting:

a. Consider minutes from April 14, 2022, Yellow Rose Chapter Meeting.

Motion made by Ivy Peterson, seconded by Cindy Gross to approve the April 14, 2022, minutes with an amendment to the attendance roster. Motion carried unanimously.

b. Consider Financial Report for the period ending May 27, 2022.

Treasurer Ivy Peterson presented the Financial Report for the period ending May 27, 2022.

Motion made by Mayra Ortiz, seconded by Bobbi Jo Taylor to accept the Financial Report for the period ending May 27, 2022, as submitted. Motion carried unanimously.

c. Discussion and consider Chapter website hosting options and associated funding.



Mayra Ortiz introduced Richard Jones, Civic Plus, who joined us virtually and provided a summary of their products and website services including design and online payment options available. Members discussed other vendor options and suggested additional presentations in August. The Technology Committee recognized Mayra Ortiz and expressed appreciation to Mayra for taking the lead on this project.

d) Discuss and consider the Advanced Institute event in October 2022

President Villarreal announced the Advanced Institute will be held in Georgetown and encouraged everyone to attend. Our chapter member and outgoing TMCA President Amanda Campos will be recognized. President Villarreal discussed sponsorship and working with the Capital Chapter on ideas.

e) Recognition of the 2022 Yellow Rose Chapter and TMCA Clerk of the Year

Bobbie Jo Taylor announced the nomination of Chapter President Amber Villarreal for TMCA Clerk of Year. President Villarreal thanked everyone for supporting her for the past two years.

f) Hear an update on upcoming Chapter news

President Villarreal announced chapter and TMCA scholarship deadlines, upcoming budget for consideration in August, Committee appointments for the new term, encouraged membership recruitment and congratulated Caryn Stevens on her hard work becoming a Certified Parliamentary. The meeting in August will be held in Mansfield as a hybrid meeting.

IV. Adjourn - The meeting adjourned at 12:34 p.m.

Amber Villarreal, President

ATTEST:

Cynthia Olguin, Secretary



TEXAS MUNICIPAL CLERKS ASSOCIATION, INC.
YELLOW ROSE CHAPTER
TREASURER REPORT
 PERIOD 05/25/22 thru 06/24/22

BEGINNING BANK BALANCE **\$ 17,254.11**

DEPOSITS

<i>Date</i>	<i>Description</i>	<i>Amount</i>
6/2/2022	Business Meeting Fees (of \$715.10 PayPal Transfer)	\$ 667.04
6/2/2022	Membership Dues (of 715.10 PayPal Transfer)	\$ 48.06
		\$ -
		\$ -
		\$ -
		\$ -
TOTAL DEPOSITS		\$ 715.10

EXPENDITURES

<i>Ck #</i>	<i>Date</i>	<i>Description</i>	<i>Amount</i>
	5/27/2022	Clerk of the Year Presentation - Vace	\$ 133.90
	6/3/2022	Clerk of the Year Presentation - Flowers	\$ 75.00
	6/6/2022	Business Meeting Catering - Tacos 4 Life	\$ 357.18
			\$ -
			\$ -
			\$ -
TOTAL EXPENDITURES			\$ 566.08

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

Submitted By: **Ivy Peterson, Treasurer**
 Date: **7/20/2022**

