



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

**Wednesday, June 7, 2023
11:30 am - 1:00 pm**

**Hosted by: City of DeSoto and City of Hutchins
DeSoto Civic Center, Bluebonnet Room
211 East Pleasant Run Road, DeSoto, Texas 75115**

- I. Welcome and Introductions** by Cindy Gross, Yellow Rose Chapter President
- Brandon Wright, DeSoto City Manager
 - Leigh Ferguson, representative of Republic Services and sponsor of today's business luncheon
- II. Presentation by Mayor Rachel Proctor, City of DeSoto – Leadership**
- III. Business Meeting**
- a. Consider approving the minutes from April 6, 2023, Yellow Rose Chapter meeting
 - b. Consider approving financial reports for the period ending May 24, 2023
 - c. Nominating Committee Report: Consider award of the 2023 Yellow Rose Chapter Municipal Clerk of the Year
 - d. Scholarship Committee Report: Consider names for the two (2) annual \$300.00 scholarships:
 - Yellow Rose Founders Scholarship (honoring the founding members of the Yellow Rose Chapter)
 - Yellow Rose Memorial Scholarship (honoring those who have passed away)
 - Other Suggestions
 - e. Technology Committee Report: Update on the new Yellow Rose Chapter website
 - f. Other Committee Updates
- IV. Announcements**
- Upcoming 2023 Chapter Meetings
- Thursday, August 3rd, City of Red Oak
 - Thursday, October 5th, City of Waxahachie
 - December, TBD
- V. Adjournment**



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.



EXECUTIVE BOARD AND COMMITTEES
October 1, 2022 – September 30, 2024

President
Cindy Cross

Vice President
Cynthia Olguin

Secretary
Ivy Peterson

Treasurer
Bobbie Jo Taylor

Historian
Caryn Stevens

Audit Committee

Caryn Stevens
Cynthia Olguin
Angie Wade
Gloria Colvin

Budget Committee

Bobbie Jo Taylor
Amber Villarreal
Mona Lisa Galicia
Belinda Berg

Bylaws Review Committee

President
Vice President
Secretary
Treasurer
Historian

Clerk of the Year Committee

Mayra Ortiz
Keera Seiger
Sumer Coulston
Bethany Prewitt

Holiday Committee

Ivy Peterson
Cindy Gross
Cynthia Chapman
Angie Wade
Jaqueline Munoz

Legislative Committee

Mayra Ortiz
Sonja Land
Jami Bonner
Belinda Berg

Membership Committee

Amber Villarreal
Alicia Thomas
Monica Solko
Susana Marin

Nominating Committee

Susana Marin
Jaqueline Munoz
Bobbie Jo Taylor
Amanda Campos

Scholarship Committee

Caryn Stevens
Sumer Coulston
Jami Bonner
Callie Green

Technology/Communications Committee

Keera Seiger
Mayra Ortiz
Emily Starkey
Chiquita Taylor



**Yellow Rose Chapter of the Texas Municipal Clerks Association
MINUTES
Thursday, April 6, 2023**

The Yellow Rose Chapter of the Texas Municipal Clerks Association convened their meeting on Thursday, April 6, 2023, at the City of Grand Prairie City Hall, Vision Conference Room, 2nd Floor, 300 West Main Street, Grand Prairie, Texas. The meeting was made available for in-person attendance.

Attendees

Cindy Gross, Balch Springs	Cynthia Olguin, Hutchins
Lisandra Leal, Burleson	Susana Marin, Mansfield
Ivy Peterson, Cleburne	Bobbie Jo Taylor, Ovilla
Alicia Thomas, DeSoto	Callie Green, Venus
Gloria Colvin, Grand Prairie	Jami Bonner, Waxahachie
Mona Lisa Galicia, Grand Prairie	Clarice Crocker, Waxahachie
Chiquita Taylor, Grand Prairie	Miriam Sheehan, TMCA
Chelsea Watson, Grand Prairie	Kathleen Spriggs, TMCA

I. Welcome: Yellow Rose Chapter President Cindy Gross at 11:55 am

President Gross welcomed the attendees and thanked the City of Grand Prairie for hosting the April meeting. To better acquaint the new members, everyone around the room was asked to introduce themselves.

II. Presentations

a. TMCA MemberClicks Orientation, by Kathleen Spriggs

Miriam Sheehan, TMCA's Administrative Director, and Kathleen Spriggs, TMCA's Program Project Specialist were special guests and gave an overview of the new TMCA Member Portal, known as Memberclicks and covered the following: Editing My Profile page; paying invoices, homework, seminar and webinar registrations, purchasing publications; passwords changes; continuing education tracking and transcripts. My Community includes social media and newsfeed posts. It was recommended to post comments in the discussion boards and not directly to the newsfeed. Members can join and subscribe to the Chapter page, and the page can be customized to add meeting agendas, events, and messages. The scholarship page allows members to apply for any of the scholarships or travel stipends. The Awards page allows nomination submissions. The Events page includes information on upcoming seminars, webinars, exams, etc.



III. Business Meeting

a. Consider minutes from February 9, 2023, Yellow Rose Chapter Meeting

There was no discussion and President Gross called for a motion.

Motion to approve as presented was made by Bobbie Jo Taylor of Ovilla, and seconded by Susana Marin of Mansfield. The motion carried unanimously.

b. Consider financial reports for the period ending March 23, 2023

Outgoing Treasurer Ivy Peterson of Cleburne presented the reports for the period ending March 23, 2023. There was no discussion and President Gross called for a motion.

Motion to approve as presented was made by Bobbie Jo Taylor of Ovilla, and seconded by Alicia Thomas of DeSoto. The motion carried unanimously.

c. Committee updates

Scholarship Committee - Jami Bonner of Waxahachie stated the committee is reviewing the scholarship program (name(s) and scoring) and is considering proposing at the next meeting for the membership's consideration name(s) of scholarships in honor of past Yellow Rose Chapter members. Funds included in the FY2023 budget were two-\$300 scholarship awards.

IV. Announcements

Upcoming 2023 Chapter Meetings

- Thursday, June 7th, City of Desoto and City of Hutchins
- Thursday, August 3rd, City of Red Oak
- Thursday, October 5th, City of Waxahachie

There was discussion regarding if funding for the new website was already appropriated, and if not, to place an item on the next agenda.

President Gross announced Jannette Goodall, the Texas Municipal Clerks Association President, is scheduled to speak at the October 5th Yellow Rose Chapter meeting.



V. Adjournment of the meeting at 12:47 pm

Cindy Gross, President

ATTEST:

Ivy Peterson, Secretary



TEXAS MUNICIPAL CLERKS ASSOCIATION, INC.
YELLOW ROSE CHAPTER
TREASURER REPORT
PERIOD 03-24-2023 thru 4-24-23

BEGINNING BANK BALANCE

\$ 18,527.43

DEPOSITS

<i>Date</i>	<i>Description</i>	<i>Amount</i>
3/31/2023	Membership Fees (Kennedale and Pantego)	\$ 150.00
4/10/2023	Business Meeting Fees 4.7.23 (Branch Deposit)	\$ 390.00
4/10/2023	Membership Fees (Keene)	\$ 50.00
4/24/2023	Business Meeting Fees 4.7.23 (Branch Deposit)	\$ 50.00
	C. Gross Overpaid \$10.00 carry over to next meeting	
	TOTAL DEPOSITS	\$ 640.00

EXPENDITURES

<i>Ck #</i>	<i>Date</i>	<i>Description</i>	<i>Amount</i>
	3/24-4/24	No expenditures	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
		TOTAL EXPENDITURES	\$ -

ENDING BANK BALANCE

\$ 19,167.43

Submitted By: **Bobbie Jo Taylor, Treasurer**

Date: **4/25/2023**



TEXAS MUNICIPAL CLERKS ASSOCIATION, INC.
YELLOW ROSE CHAPTER
TREASURER REPORT
 PERIOD 04.25.23 thru 5.24.23

BEGINNING BANK BALANCE

\$ 19,167.43

DEPOSITS

<i>Date</i>	<i>Description</i>	<i>Amount</i>
5.5.23	Business Meeting Fees 4.7.23 (Branch Deposit)	\$ 25.00

TOTAL DEPOSITS

\$ 25.00

EXPENDITURES

<i>Ck #</i>	<i>Date</i>	<i>Description</i>	<i>Amount</i>
1083	4.28.23	C. Stephens City of Red Oak Scholarship	\$ 500.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -

TOTAL EXPENDITURES

\$ 500.00

ENDING BANK BALANCE

\$ 18,692.43

Submitted By: **Bobbie Jo Taylor, Treasurer**

Date: **5.24.23**