



# Lone Star Chapter

---

**Minutes**  
**Lone Star Chapter**  
**Texas Municipal Clerks Association**  
**Monthly Meeting**  
**Celina City Hall • Council Chamber**  
*(Council Chamber is located in the Celina EDC Building)*  
**302 W. Walnut Street**  
**Celina, Texas**  
**April 1, 2009**

**1. CALL TO ORDER**

President Kathy Wingo (Lucas) called the meeting to order at 12:00 p.m. Mayor Lewis welcomed the Lone Star Chapter to the City of Celina.

**2. INTRODUCTIONS**

President Wingo asked for introductions of those in attendance.

Name	City/County
Ardis, Linda	City of Lavon/Collin
Calame, Stephanie	City of Wylie/Collin
Dunn, Bruce	Town of St. Paul/Collin
Ehrlich, Carole	City of Wylie/Collin
Faulkner, Vickie	City of Celina/Collin
Harmon, Holly	City of McKinney/Collin
Hart, Sandy	City of McKinney/Collin
Kelly, Angela	City of The Colony/Denton
Kuykendall, Carole	City of Greenville/Hunt
Lollar, Julie	City of Denison/Grayson
Nemer, Aimee	City of Murphy/Collin
Newell, Debbie	City of Greenville/Hunt
Smith, Carole-ARR	City of Parker/Collin
Snyder, Alice	City of Plano/Collin
Thompson, Lincoln	City of McKinney/Collin
Walton, Gayle	City of Wylie/Collin
Wilson, Christie	City of The Colony/Denton
Wingo, Kathy	City of Lucas/Collin
Zucco, Diane	City of Plano/Collin
<b>GUESTS:</b>	
Barrera, Estella	Sr. Admin. Asst./City of Frisco
Hart, Joy	Admin. Asst./City of Sachse
Lewis, Jim	Mayor, City of Celina
Page, Jenny	City Secretary/City of Frisco

**3. APPROVAL OF MARCH 4, 2009 MINUTES (Secretary, Gayle Walton)**

Bruce Dunn (Town of St. Paul) clarified verbiage on page 2 of the minutes.

A motion was made by Treasurer Christie Wilson (The Colony) and seconded by Historian Julie Lollar (Denison) to approve the Lone Star Chapter March 4, 2009 Minutes. The motion passed unanimously.

**4. APPROVAL OF TREASURER'S REPORT, JANUARY AND MARCH 2009 (Treasurer, Christie Wilson)**

Treasurer Christie Wilson (The Colony) presented the Lone Star Chapter Treasurers Report for the period of January and March 2009. It was noted that the Treasurer's report for the period of February was approved at the March 4, 2009 Lone Star Chapter Meeting.

A motion was made by Secretary Gayle Walton (Wylie) and seconded by Diane Zucco (Plano) to approve the January and March 2009 Lone Star Chapter Treasurer Report. The motion passed unanimously.

**5. DISCUSS AND CONSIDER AWARDING A SCHOLARSHIP OF \$500 TO BE USED TO ATTEND THE IIMC CHICAGO CONFERENCE (President Kathy Wingo)**

President Wingo stated that she was notified by Sandy Hart (McKinney) requesting that this item be put on the agenda. Sandy Hart (McKinney) stated that Mary Lynne Stratta, City Secretary, City of Bryan contacted her and asked if this item could be put on the Lone Star Chapter agenda. Ms. Hart noted that award of scholarship would enable members of IIMC the opportunity to attend the IIMC Conference this year. It was noted that Ms. Stratta is expected to take the office of IIMC President during the upcoming IIMC Conference (May 19-23) and support and attendance of TMCA members at the conference would be appreciated. It was stated that due to current low registration, the conference registration deadline has been extended. Treasurer Christie Wilson asked if this was a factor of the request of the item being put on the agenda. Ms. Hart stated yes. President Wingo stated that after a review of finances, Lone Star Chapter could award two (2) scholarships this year.

Carole Ehrlich (Wylie) stated that since the deadline for applying for Lone Star Chapter Scholarships has expired, the deadline for applying for the scholarships should be extended. President Wingo stated that extending the deadline for receiving applications for the scholarships would not allow the award of the scholarship prior to the recipient attending the conference. The recipient would be awarded the scholarship after attendance of the IIMC Conference which would reimburse the recipient of funds used.

Stephanie Calame (Wylie) read the statement of President-Elect Eddie Sturgal (Fate) who could not attend the meeting. Mr. Sturgal's statement gave his support of awarding an IIMC Scholarship and a TMCA Scholarship next year instead of this year. Mr. Sturgal stated that he felt that this year's scholarship deadline should be honored. Discussion followed regarding the qualifications of the IIMC scholarship. It was noted that the applicant must be working towards their CMC or MMC certification.

A motion was made by Treasurer Christie Wilson (The Colony) and seconded by Carole Ehrlich (Wylie) to extend the Lone Star Chapter Scholarship application deadline to April 15, 2009.

A motion was made by Treasurer Julie Lollar (Denison) and seconded by Sandy Hart (McKinney) that a Lone Star Scholarship for IIMC be awarded this year only due to the installation of Mary Lynn Stratta (Bryan) as President of IIMC. The motion passed unanimously.

Treasurer Christie Wilson (The Colony) amended the motion and seconded by Bruce Dunn (Town of St. Paul) that:

- (1) One Lone Star Chapter Scholarship will be awarded for TMCA.
- (2) One Lone Star Chapter Scholarship will be awarded for IIMC (for those pursuing CMC/MMC) for this year (2009) only.
- (3) Both scholarships will be in the amount of \$500.00.

The motion passed unanimously.

A motion was made by Secretary Gayle Walton (Wylie) and seconded by Diane Zucco (Plano) to amend the Lone Star Chapter Scholarship/Clerk of the Year Policy and Procedures. The motion passed unanimously.

## 6. **ROUNDTABLE DISCUSSION (Secretary, Gayle Walton)**

Lone Star Chapter members participated in a skit and a feedback discussion relating to Chapter 11 of the TMCA Municipal Clerks Handbook (Council Meeting Procedures and Parliamentary Procedure). The title of the skit was "Council Meeting Gone Wrong". Participants were: Carole Ehrlich (Wylie), Julie Lollar (Denison), Bruce Dunn (Town of St. Paul), Angela Kelly (The Colony), Linda Ardis (Lavon), Kathy Wingo (Lucas), Stephanie Calame (Wylie) and Gayle Walton (Wylie). Feedback utilized Chapter 11 in analyzing the mock Council meeting.

## 7. **ANNOUNCEMENTS – President Wingo**

### a. **COMMITTEE REPORTS**

- **Audit (November)**  
No report was given.
- **Budget (July)**  
No report was given.
- **Bylaw Review (October)**  
No report was given.
- **Clerk of the Year**  
Diane Zucco (Plano), Chairman of the Clerk of the Year Committee stated at the June 3, 2009 the 2009 Clerk of the Year will be announced and awarded.
- **Holiday**  
No report was given.
- **Legislative (September)**  
No report was given.

- **Membership**  
No report was given
- **Nominating (July)**  
No report was given.
- **Scholarship/Fundraising**  
It was noted by Treasurer Christie Wilson (The Colony) that she is tabulating how many funds she has received to determine how many books are still unsold.

**b. UPCOMING MEETINGS**

- **May – No Meeting – Happy Elections**
- **June 3, 2009 – City of Tom Bean**  
President Wingo noted that the next LSC meeting will be at Tom Bean and asked members to attend this meeting.
- **August 5, 2009 – Denison**

**c. UPCOMING TMCA SEMINARS**

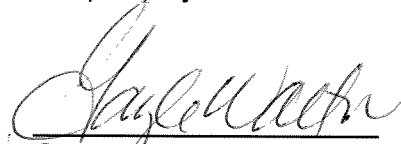
- **May 20-23, 2009 – IIMC, Chicago, IL**
- **June 18-19, 2009 – Municipal Finance, Waco**
- **August 20-21, 2009 – Legislative Update, Irving**
- **October 8-9, 2009 – Graduate Institute, San Antonio**

Raffled items (Floral Bouquet, Collection of Brooches, Coffee Mugs, Texas Star) were presented by Vickie Faulkner (Celina). The amount raised by the raffle was \$42.00 which will be used to fund upcoming scholarships.

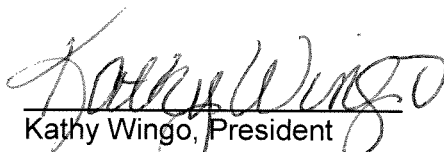
**9. ADJOURN**

With no further business, President Wingo adjourned the meeting at 1:12 p.m.

Respectfully Submitted:

  
Gayle Walton, Secretary

Approved:

  
Kathy Wingo, President