



AGENDA
March 2, 2011
City of Greenville

- 1. Call to Order**
- 2. Welcome and Introductions**
- 3. Congratulations to Recent TMCA Graduates, Re-certified and Athenian Fellows**
- 4. Approval of Minutes – November 3, 2010 and December 1, 2010
(Secretary Carrie Smith)**
- 5. Approval of the Treasurer’s Reports - November 2010, December 2010, January 2011, and February 2011 (Treasurer Diane Zucco)**
- 6. Announce and Award 2010/2011 Scholarships (Scholarship Committee Chairperson Carole Kuykendall)**
- 7. Discussion/Redirection of Gift Cards Approved for, but Un-used at the Election Seminar**
- 8. Presentation/Discuss/Approve the Audit Report for 2009-2010
(Audit Committee Chair, Carrie Smith)**
- 9. Speaker Introduction – Paul Phelan, Greenville Library Director – New Trends in Public Libraries (President- Elect Vickie Faulkner)**
- 10. Announcements – (President, Bruce Dunn)**
 - a. Committee Reports**
 - b. Upcoming Meetings –**
 - **April 6, 2011 – City of Richardson – Dine Smart, Dine Local**
 - **May 2011 - No meeting**
 - **June 1, 2011 – City of Wylie – Election Recap Roundtable**
 - **July 13, 2011 – Records Management Day – Wylie**
 - **August 3, 2011 – City of Denison**
 - c. Upcoming TMCA& IIMC Seminars/Events -**
 - **March 10, 2011 – NTMCA Records Day - Hurst**
 - **April 7-8, 2011 - The Municipal Budget Cycle -Tyler**
 - **April 8, 2011 – Athenian Dialogue - Bryan, Tx**
 - **May 8-12 2011 - IIMC Conference, Nashville, Tennessee**
 - **June 9-10, 2011 - Personnel Management, Odessa**
 - **August 11-12, 2011 – Legislative Update, Austin**
- 11. Adjourn**



**LONE STAR CHAPTER
MINUTES
November 3, 2010
City of Allen**

1. Call to Order

President Dunn called the meeting to order at 12:00 p.m.

2. Welcome and Introductions

Members Present

Casey	Jacky	Wylie	Collin
Ehrlich	Carole	Wylie	Collin
Storm	Stephanie	Wylie	Collin
Ardis	Linda	Lavon	Collin
Denton	Matt	Prosper	Collin
Dunn	Bruce	St. Paul	Collin
Faulkner	Vickie	Celina	Collin
George	Shelley	Allen	Collin
Kuykendall	Carole	Greenville	Hunt
Lollar	Julie	Denison	Grayson
Nemer	Aimee	Murphy	Collin
Newell	Debbie	Greenville	Hunt
Nino	Teresa	Whitesboro	Grayson
Page	Jenny	Frisco	Collin/Denton
Quinn	Susie	Rowlett	Rockwall/Dallas
Schmid	Vickie	Richardson	Col/Dallas
Smith	Carrie	Parker	Collin
Snyder	Alice	Plano	Collin/Denton
Wingo	Kathy	Lucas	Collin
Zucco	Diane	Plano	Collin/Denton

3. Approval of October 6, 2010 Minutes (Secretary Carrie Smith)

MOTION: Kathy Wingo moved to approve the minutes as corrected. Carol Kuykendall seconded. Motion carried unanimously.

4. Approval of the October Treasurer's Report (Treasurer Diane Zucco)

MOTION: Carol Ehrlich moved to approve the October Treasurer's Report as presented. Julie Lollar seconded. Motion carried unanimously.

5. Announce and Award 2009/2010 Scholarships/2010/2011 Athenian Scholarships (Scholarship Committee Chairperson Carole Kuykendall)

President Dunn awarded the Scholarships:

Athenian Dialogue - \$50.00 each
Carole Ehrlich
Aimee Nemer
Kathy Wingo

Lone Star Chapter Scholarship - \$500.00 each
Vickie Faulkner
Joy Hart
Julie Lollar

**6. Speaker Introduction – Corbett Howard, Celina Economic Development Director
(President-Elect Vicki Faulkner)**

Topic: 2011 Economic Outlook, When will the Budget get Better?

7. Announcements – (President, Bruce Dunn)

a. Committee Reports –

- **Audit** – Committee to meet in November and present the final report in February 2011.
- **Holiday** –The luncheon will be held at Randy’s Steak House and everyone was asked to bring an auction item. Ticket price is \$20 per person.
- **Membership**
- **Scholarship/Fundraising** – Up to 4-\$500 scholarships could be awarded next year.

b. Upcoming Meetings –

- December 1, 2010 – Randy’s Steakhouse, Frisco
- January – NO MEETING
- February 2, 2011- City of Parker, TMCA Update

c. Upcoming TMCA Seminars -

- January 12-14, 2011 - Election Law Seminar, Irving
- April 7-8, 2011 - Finance, Tyler
- June 9-10, 2011 - Personnel Management, Odessa
- August 11-12, 2011 – Legislative Update, Austin
- October 11-14, 2011 - TML Conference TMCA Affiliate Session, Houston

8. Adjourn

MOTION: Kathy Wingo moved to adjourn. Carole Kuykendall seconded. Meeting was adjourned at 12:50 p.m.

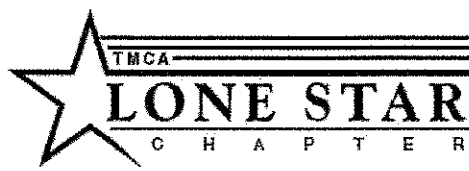
The LSMCA members approved the minutes on the _____ day of _____, 20____.

APPROVED:

Bruce Dum, PRESIDENT

ATTEST:

Carrie L. Smith, SECRETARY



**LONE STAR CHAPTER
MINUTES**

December 1, 2010

Randy's Steakhouse, City of Frisco

1. Call to Order

President Dunn called the meeting to order at 12:00 p.m.

2. Welcome and Introductions

Members Present

Casey	Jacky	Wylie	Collin
Pugh	Cathy	Tom Bean	Grayson
Wilson	Christie	The Colony	Denton
Ardis	Linda	Lavon	Collin
Denton	Matt	Prosper	Collin/Denton
Dunn	Bruce	St. Paul	Collin
Faulkner	Vickie	Celina	Collin/Denton
Fay	Gloria	St. Paul	Collin
Kuykendall	Carole	Greenville	Hunt
Lollar	Julie	Denison	Grayson
Nemer	Aimee	Murphy	Collin
Newell	Debbie	Greenville	Hunt
Nino	Teresa	Whitesboro	Grayson
Page	Jenny	Frisco	Collin/Denton
Quinn	Susie	Rowlett	Rockwall/Dallas
Lewis	Lisa	The Colony	Denton
Kayser	Mary	Garland	Dallas
Snyder	Alice	Plano	Collin/Denton
Wingo	Kathy	Lucas	Collin
Zucco	Diane	Plano	Collin/Denton
Jones	Nina	Retired-Denison	Grayson
Kotwitz	Sharon	Plano	Collin/Denton
Barrera	Stella	Frisco	Collin/Denton

3. Special Recognition

President Dunn introduced special guests Nina Jones, City of Denison – retired, Gloria Fay, Town of St. Paul, Stella Barrera, City of Frisco and Sharon Kotwitz, City of Plano.

4. Providing a Door Prize at the Election Seminar

Kathy Wingo moved to provide two \$25 gift cards and update the budget to reflect the expense. Julie Lollar seconded. Motion passed unanimously.

5. Holiday Lunch

6. Announcements – (President, Bruce Dunn)

a. Committee Appointments for 2010-2011

President Dunn referred members to a chart of committee appointments provided in the agenda packets, attached hereto and made a part of the minutes as exhibit "A".

b. Committee Reports

- **Audit** – Committee members will present the 2009/2010 audit at the February 2, 2011 meeting.

c. Upcoming Meetings –

- January – NO MEETING
- February 2, 2011- City of Parker, TMCA Update
- March 2, 2011 – City of Greenville, TBD

d. Upcoming Education –

- January 11, 2011 – Athenian Dialogue, Irving
- January 12-14, 2011 - Election Law Seminar, Irving
- January 25, 2011 – Athenian Dialogue, Jackson Hole, WY
- April 7-8, 2011 - The Budget Process, Tyler
- June 9-10, 2011 - Personnel Management, Odessa
- August 11-12, 2011 – Legislative Update, Austin
- October 11-14, 2011 - TML Conference TMCA Affiliate Session, Houston
- November 3, 2011 – Graduate Institute, Addison

7. Fundraiser – Silent Auction Results

Carole Kuykendall and Teresa Nino announced the winners in the Silent Auction. \$300.00 was raised in total.

8. Adjourn

There being no further discussion, a motion to adjourn was made by Kathy Wingo and seconded by Aimee Nemer. Motion passed unanimously. The meeting was adjourned at 1:00 p.m.

The LSMCA members approved the minutes on the _____ day of _____, 20____.

APPROVED:

Bruce Dunn, PRESIDENT

ATTEST:

Carrie L. Smith, SECRETARY

LONE STAR COMMITTEES	SUBMIT A COMMITTEE INTEREST FORM TODAY!	For more information regarding committees contact Bruce Dunn
<p>AUDIT COMMITTEE 2010/2011 Linda Asbell - Chair Julie Lolar Susie Quinn</p> <p><i>This committee shall review the Chapter's bank account(s) annually during the month of November and present their findings in a report to the Chapter for approval at the February meeting. This committee will not meet until November of each year.</i></p> <p>BUDGET COMMITTEE Kathy Wingo - Chair Diane Zucco tbd</p> <p><i>This committee will assist the current-year Treasurer with preparing a budget to be presented in August for review and September for approval. This committee will also make recommendations and review budget proposals.</i></p> <p>BYLAW REVIEW COMMITTEE Pamela Schmidt - Chair Aimee Nemer Susie Quinn</p> <p><i>This committee shall be appointed at the February meeting of odd number years. Such bylaws shall be reviewed at the October meeting of odd number years by the membership and any amendments shall be adopted at the next Lone Star Chapter meeting following the 30-day notice requirement as provided in Article XII of the Bylaws. The committee may accept recommendations from the membership throughout the year to be included in the review.</i></p> <p>CLERK OF THE YEAR COMMITTEE Christie Wilson Shelley George Carole Ehrlich</p> <p><i>This committee is responsible for establishing guidelines and eligibility for nominating a Lone Star Chapter Clerk of the Year. This committee, if directed, will establish guidelines for nominating both a Chapter Clerk of the Year and a Clerk of the Year to be considered for the TMCA Clerk of the Year. This committee meets to determine nominations in accordance with the TMCA schedule,</i></p>	<p>HOLIDAY COMMITTEE 2011 Carole Kuykendall - Chair Joy Hart Alice Snyder</p> <p><i>This committee is responsible for planning and hosting a Holiday Lunch for the December meeting.</i></p> <p>LEGISLATIVE COMMITTEE tbd</p> <p><i>This committee will be established during Legislative years (odd) and should make plans to attend the TMCCP Legislative Update usually held in August. A report on significant changes will be presented to the membership after the Legislative Update. This committee will also keep the membership alerted to submitted Bills and their status throughout the Texas Legislative session. This information can be disseminated through the Lone Star Chapter newsletter and by forwarding the Texas Municipal League Legislative Updates.</i></p> <p>MEMBERSHIP COMMITTEE Linda Ardis - Chair Cathy Pugh Stephanie Storm</p> <p><i>This committee is comprised of at least one member from each county in the Lone Star Chapter Region. Each representative will focus on communications with members and non-member in their county and encourage membership and meeting attendance. The committee as a whole will develop an annual membership drive or program to increase chapter membership and involvement.</i></p> <p>NOMINATING COMMITTEE Jenny Page Kathy Wingo tbd</p> <p><i>This committee shall consist of two members and the immediate past president and shall meet in July of each year. A report (nominations for officers) will be submitted to the Lone Star Chapter at the August meeting with the Election of Officers at the September meeting.</i></p>	<p>SCHOLARSHIP/FUNDRAISING COMMITTEE Carole Kuykendall - Chair Susie Quinn Janice Cable</p> <p><i>This committee has dual functions with the first one being to review scholarship applications and approve/deny requests according to the guidelines. The second function is to coordinate and administer fundraising efforts throughout the year to raise funds for the chapter scholarship. The Lone Star Chapter has established at least one annual silent auction to be held at the TMCCP Election Law Seminar and others may be administered and approved by TMCA, Inc. The chapter has also established a raffle to be conducted at chapter meetings. Committee members will work together to solicit raffle/auction items as well as administer these events. This committee is charged with developing an ongoing fundraiser such as the chapter cookbook. Other fundraising ideas are welcomed and are brought before the Lone Star Chapter for discussion.</i></p> <p>TECHNOLOGY COMMITTEE Kathy Wingo - Chair Diane Zucco</p> <p><i>This committee consists of two members who are responsible for the Lone Star Chapter's website. This includes any updates and its maintenance.</i></p> <p>AUDIT COMMITTEE 2009/2010 Carrie Smith - Chair Stephanie Storm Vickie Schmid</p> <p><i>This committee shall review the Chapter's bank account(s) annually during the month of November and present their findings in a report to the Chapter for approval at the February meeting. This committee will not meet until November of each year.</i></p> <p>HOLIDAY COMMITTEE 2010 Carole Kuykendall - Chair Teresa Nino Alice Snyder</p> <p><i>This committee is responsible for planning and hosting a Holiday Lunch for the December meeting.</i></p>

LONE STAR CHAPTER TREASURER REPORT

Nov-10

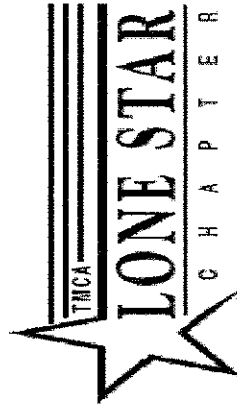
Checking Account 2010-2011

Beginning Balance	(1st day of Month)	\$	3,780.11
DEPOSITS			
11/17/2010 Annual Dues (1-15)		\$	375.00
11/17/2010 Annual Dues (16-28)		\$	325.00
11/17/2010 November Luncheon Receipts (21)		\$	210.00
11/17/2010 Annual Dues (29-34)		\$	125.00
Total Deposits		\$	1,035.00
BALANCE		\$	4,815.11
EXPENDITURES:			
<i>Date</i>	<i>Check No.</i>	<i>Payee</i>	
11/5/2010	Electronic	Yahoo (Web site registration)	\$ 119.40
11/3/2010	1086	Shelley George (November Lunch)	\$ 163.22
11/4/2010	1087	Salt Grass Chapter (K. Wingo Scholarship)	\$ 50.00
Total Expenditures			\$ 332.62
Ending Balance - Checking	(Last day of month)	\$	4,482.49

Scholarship Funds in Savings

	<u>Transactions</u>	<u>Balance</u>
Beginning Balance	\$	7,833.69
Raffle Proceeds	\$ 32.00	\$ 7,865.69
Cookbook Sales	\$ 10.00	\$ 7,875.69
Interest	\$ 0.32	\$ 7,876.01
Ending Balance - Savings	\$	7,876.01

Athenian Dialogue (\$150 Scholarship/\$75 Credits)



LONE STAR CHAPTER TREASURER REPORT

Dec-10

Checking Account 2010-2011

Beginning Balance (1st day of Month) \$ 4,482.49

DEPOSITS

12/21/2010	Transfer from Savings - Scholarship (Wingo)	\$	50.00
12/24/2010	Holiday Luncheon Receipts (21)	\$	420.00
12/24/2010	Annual Dues - (35-44) - 1 retiree @ \$15	\$	240.00
12/24/2010	Holiday Luncheon Receipts (3)	\$	60.00
	Total Deposits	\$	770.00
		\$	5,252.49

BALANCE

EXPENDITURES:

Payee

Check No.

Date

12/1/2010 1089 Randy's Steakhouse (Holiday Luncheon) \$ 461.70

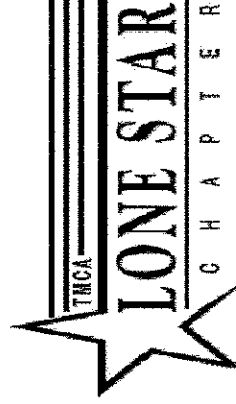
Total Expenditures \$ 461.70

Ending Balance - Checking (Last day of month) \$ 4,790.79

Scholarship Funds in Savings

	Transactions	Balance
Beginning Balance	\$	7,876.01
Holiday Fundraiser	\$ 300.00	\$ 8,176.01
Transfer to Checking - Scholarship (Wingo)	\$ (50.00)	\$ 8,126.01
Interest	\$ 0.33	\$ 8,126.34
Ending Balance - Savings	\$	8,126.34

Athenian Dialogue (\$150 Scholarship/\$75 Credits)



LONE STAR CHAPTER TREASURER REPORT

Checking Account 2010-2011

Jan-11

Beginning Balance (1st day of Month) \$ 4,790.79

DEPOSITS

1/24/2011	Transfer from Savings (TMCA Gift Cards)	\$	50.00
1/24/2011	Annual Dues (45-50)	\$	150.00
	Total Deposits	\$	200.00
		\$	4,990.79

BALANCE

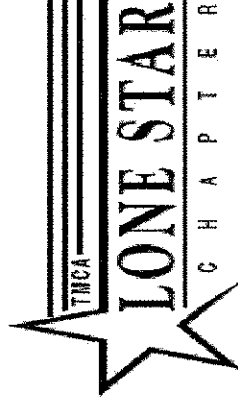
EXPENDITURES:

<i>Date</i>	<i>Check No.</i>	<i>Payee</i>	
1/11/2011	Electronic	Amazon Gift Cards (TMCA Seminar)	\$ 50.00
		Total Expenditures	\$ 50.00

Ending Balance - Checking (Last day of month) \$ 4,940.79

Scholarship Funds in Savings

<u>Transactions</u>	<u>Balance</u>
Beginning Balance	\$ 8,126.34
Interest	\$ 8,126.34
Ending Balance - Savings	\$ 8,126.34
Athenian Dialogue (\$150 Scholarship/\$75 Credits)	\$ 8,126.34
	<u>\$ 8,126.34</u>



Draft

Carrie Smith

From: Diane Zucco [Dianez@plano.gov]
Sent: Thursday, February 24, 2011 2:34 PM
To: townofstpaul@verizon.net; vfaulkner@celina-tx.gov; Carrie Smith; Stephanie Storm
Subject: February 2011 Treasurer's Report
Attachments: 2010-11 Scholarship Record.xlsx

I'm including the following memo in the packet posted to the Chapter's web site. Delaying the presentation of treasurer's reports until we receive monthly bank statements will help in the processing of annual audits.

Date: February 24, 2011
To: Lone Star Chapter Membership
From: Di Zucco, Treasurer
Re: February 2011 Treasurer's Report

The February Treasurer's Report is not included in this month's packet as indicated by the previously published agenda. It has been delayed to allow for receipt of final numbers through the Chapter's bank statements as recommended by the Audit Committee (see report attached).

All future Treasurer's Reports will follow the same timeframes.

Thank you for your consideration.

Also, I have included a sheet reflecting our scholarship activity to date for your information.

Please let me know if you need anything else, or have questions.

Di

2010-11 SCHOLARSHIP RECORDS

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	TOTALS
Balance Forwarded	\$ 8,195.84												\$ 8,195.84
Dues (50 x \$5)					\$ 250.00								\$ 250.00
Holiday Auction			\$ 300.00										\$ 300.00
Meeting Raffle	\$ 25.00	\$ 32.00											\$ 57.00
Cookbooks		\$ 10.00											\$ 10.00
Interest	\$ 0.35	\$ 0.32	\$ 0.32	\$ 0.33	\$ 0.35								\$ 1.35
Athenian			\$ (50.00)						\$ (50.00)				\$ (100.00)
Records Mgmt													\$ -
Scholarship Payouts	\$ (387.50)								\$ (326.60)				\$ (714.10)
	\$ 7,833.69	\$ 7,876.01	\$ 8,126.34	\$ 8,126.34	\$ 8,126.69	\$ 8,000.09							

Scholarships Awarded

Athenian Dialogue (\$50 ea)

Carole Ehrlich #1092 \$50 2/18/2011 Paid in full
 Aimee Nemer #1087 \$50 10/7/2010 Paid in full

Chapter Scholarships (\$500 ea)

Vickie Faulkner #1090 \$326.60 1/25/2011 Partial Payment
 Joy Hart
 Julie Lollar

Joyce Snay Fund #1083 \$250 2009 transfer in 10-10
 Frank Sturzl Fund #1083 \$250 10/20/2010 Paid in Full

10-1-10 BALANCE

Athenian Scholarship	\$ 150.00
Athenian Credits	\$ 75.00
Chapter Scholarships	\$ 7,970.84
Sturzl	\$ 8,195.84

BUDGETED
\$ 150.00
\$ 1,500.00
\$ 250.00

(plus encumbered \$137.50 Snay from 2009-10)



Audit Committee Analysis

FY2009-2010

Audit Committee Analysis

FY 2009-2010

The Constitution and Bylaws of City Clerks and Secretaries of the Lone Star Chapter require that the Audit Committee, comprised of three (3) active or associate members appointed by the President, review the Chapter's bank account(s) annually during the month of November.

The Audit Committee consists of Chair Carrie Smith (Parker, Collin County), Stephanie Storm (Wylie, Collin County) and Vickie Schmid (Richardson, Collin and Dallas counties).

The Audit Committee audited the accompanying financial statements of the Lone Star Chapter as of and for the year beginning October 1, 2009 and ended on September 30, 2010. The financial statements are the responsibility of the Chapter's Executive Committee. Our responsibility is to express an opinion on these basic financial statements based on our audit.

The Chapter's basic financial statement consists of two components: 1) Revenue and 2) Expenditures. These two categories include more detailed accounts which are addressed more thoroughly and completely in this analysis. This report also contains other supplementary information in addition to the basic financial statements.

Financial Highlights

Revenue Budgetary Highlights

Revenue was generated throughout the year by membership dues, payment for lunches, cookbook sales, a silent auction conducted in December at the Holiday Luncheon, and monthly raffles conducted at Lone Star Chapter meetings.

The following provides a summary of the Lone Star Chapter's revenue for the year ended September 30, 2010: interest \$3.31; membership dues \$1,125.00; lunch payments \$1,980.00; cookbook sales \$203.00; and scholarship raffles \$540.00.

Interest

Interest totaling \$3.31 was earned on the scholarship fund bank account.

Memberships

Monies were received from annual membership dues consisting of 54 members at \$25.00 each for a total of \$1350.00 for the FY09-10 year. It should be noted that \$5.00 of each membership fee is dedicated to the support of scholarships. At the close of the year, \$1125.00 from membership dues was deposited to be used for operating expenses and \$275.00 of the membership dues will be split evenly between the TMCA Scholarship and the Lone Star Chapter Scholarships.

Lunches

A price of \$10.00 was set for lunches per member per meeting. A total of \$1980.00 was received for lunches during the FY 09-08 year. No luncheon meetings were held during the months of January, May and July. During fiscal year 2008-2009 a total of \$2,050.00 was received for lunches, FY 09-10 showed a slight decrease in receipts.

Cookbooks

The members continued to sell cookbooks throughout the year. Total sales for this fiscal year were \$203.00, which is a significant decrease over last year's sales of \$1,310.00.

Door Prize Donations

Members from the meeting host cities are asked to contribute a raffle item at each monthly meeting and those items are raffled off for \$1 per 5 tickets. In addition, at the Holiday Luncheon, gift baskets are auctioned via a silent auction and the proceeds are deposited in the scholarship account. \$540.00 was collected during the FY 09-10. This is a slight decrease from the \$545.00 collected last year.

Additional Meetings

The Chapter hosted a Records Day Seminar on July 14, 2010. This brought in \$3,480.00 in vendor and registration fees. Deducting expenses of \$1,780.88 resulted in net revenue of \$1,699.12.

Athenian seminars were held in January, March and April. This brought in \$1,400.00 in registration fees and incurred expenses of \$1,150.00 resulting in a net revenue of \$250.00.

Scholarships

The Lone Star Chapter established a scholarship fund within the Chapter to be used for the Texas Municipal Clerks Certification Program. The Lone Star Chapter Scholarship, the Vickie Shaw Davis Scholarship and the Texas Municipal Clerks Association (TMCA) Scholarships are awarded annually to assist clerks in the certification program. A total of \$137.50 was earmarked for TMCA for the Joyce Snay Scholarship Fund.

In addition an Athenian Dialogue scholarship fund was created with \$150.00 per annum being earmarked for this scholarship fund.

The membership also agreed to a one-time \$250.00 donation to the Frank Sturzl Scholarship Fund.

INCOME SUMMARY

	Int.	Member ship	TMCA Scholar ships	LSC Scholar ships	Lunches	Cook book	Scholarship/ Auction	Athenian	Athenian Scholar ships	Athenian Credits	Records Management Workday	Uncash ed Check	Total
2009													-
October	0.23				160.00	83.00	57.00					48.13	348.36
November	0.22	840.00			220.00		26.00						1,086.22
December	0.23	200.00			490.00	90.00	315.00						1,095.23
2010													-
January	0.26		130.00	130.00				400.00	100.00	100.00			880.28
February	0.24				170.00		20.00						190.24
March	0.27				240.00		35.00	475.00	50.00				800.27
April	0.26				140.00			275.00					415.26
May	0.27	20.00			20.00								40.27
June	0.28	20.00			210.00		45.00				1,820.00		2,095.28
July	0.37	20.00	5.00	5.00		30.00					1,660.00		1,720.37
August	0.34	25.00	2.50	2.50	190.00		22.00						242.34
September	0.34				140.00		20.00						160.34
Total	3.31	1,125.00	137.50	137.50	1,980.00	203.00	540.00	1,150.00	150.00	100.00	3,480.00	48.13	9,054.44

Expenditure Budgetary Highlights

Expenditures include payments for lunch catering for Lone Star Meeting lunches, speaker gifts for said meetings, scholarship funding, and miscellaneous expenses as needed.

Lunches

Meals are catered with members paying \$10.00 each per meeting with the exception of the Holiday Luncheon. A total of \$1877.52 was paid for lunches for a net revenue increase of \$102.48.

Speaker Gifts

As a token of appreciation, the speaker for the month receives a Lone Star Cookbooks as speaker gifts. No funds were spent on speaker gifts during Fiscal Year 2009-2010.

Scholarships

The Lone Star Chapter awarded scholarships to Christie Wilson, Vickie Faulkner, Joy Hart and Julie Lollar in the amount of \$500 each. Additionally Athenian Dialogue scholarships were awarded to Carole Ehrlich, Aimee Nemer and Kathy Wingo in the amount of \$50 each.

Miscellaneous

Funds disbursed through the miscellaneous account for the FY2009-2010 year included holiday luncheon expenses (\$116.89), plaques and certificate holders (\$211.00), assisting the NTMCA with the August seminar reception (\$146.96), directory printing supplies (\$132.54), website and miscellaneous reimbursement expenses (\$59.97).

EXPENSE SUMMARY

	Catering	Website	Scholarship	Athenian	RM Workday	Misc	Total
2009							
October	\$ 215.28	\$ 26.89	\$ 48.13			\$ 62.02	\$ 352.32
November	\$ 174.28	\$ 119.40				\$ 18.00	\$ 311.68
December	\$ 414.00					\$ 56.00	\$ 470.00
2010							\$ -
January				\$ 400.00			\$ 400.00
February	\$ 187.81						\$ 187.81
March	\$ 220.00			\$ 400.00			\$ 620.00
April	\$ 160.00			\$ 350.00			\$ 510.00
May						\$ 2.00	\$ 2.00
June	\$ 238.15				\$ 197.40	\$ 44.50	\$ 480.05
July					\$ 1,583.48	\$ 5.99	\$ 1,589.47
August	\$ 115.00		\$ 387.50			\$ 50.00	\$ 552.50
September	\$ 153.00						\$ 153.00
Total	\$ 1,877.52	\$ 146.29	\$ 435.63	\$ 1,150.00	\$ 1,780.88	\$ 238.51	5,628.83

Summary

The Committee does recommend that the Treasurers report dates coincide with the bank statement dates.

The committee found no improprieties in the handling of the organization's funds and was able to account for all checks. Expenses were well documented and spent according to the membership's intent. Income was also well documented.

The Chapter started the year with \$5,250.41 in the scholarship fund and \$3,071.93 in the operating fund. The year ended with \$8,195.84 in the scholarship fund and \$3,777.11 in the operating fund. This is a net increase in funds of \$3,695.61.

Respectfully submitted,

Carrie Smith, Audit Committee Chair
City of Parker

Stephanie Storm
City of Wylie

Vickie Schmid
City of Richardson

