



Lone Star Chapter

Minutes

November 9, 2011
Smith Public Library
300 Country Club Rd., Building 300
Wylie, TX 75098

1. Call to Order

President Kathy Wingo called the meeting to order at 12:02 p.m.

2. Welcome and Introductions

Kathy Wingo welcomed all attendees and thanked the city of Wylie for hosting the meeting. The members in attendance introduced themselves.

Name	City/Town	County
Bradshaw, Donna	Lucas	Collin
Cable, Janis	Lowry Crossing	Collin
Casey, Jacky	Wylie	Collin/Rockwall/Dallas
Dunn, Bruce	St. Paul	Collin
Ehrlich, Carole	Wylie	Collin/Rockwall/Dallas
Faircloth, Jennifer	Lucas	Collin
George, Shelley	Allen	Collin
Hart, Joy	Murphy	Collin
Holloway, Alice	Pilot Point	Denton
Lollar, Julie	Denison	Grayson
Nemer, Aimee	Murphy	Collin
Pettinos, Christel	Coppell	Dallas/Denton
Schmidt, Pam	Richardson	Collin/Dallas
Simpson, Elaine	Garland	Collin/Dallas
Snyder, Alice	Plano	Collin
Storm, Stephanie	Wylie	Collin/Rockwall/Dallas
Wingo, Kathy	Lucas	Collin
Zucco, Diane	Plano	Collin

3. Discussion/Approval of Minutes-October 5, 2011 (Stephanie Storm, Secretary)

Carole Ehrlich made a motion to approve the minutes. Bruce Dunn made the second. Motion approved unanimously.

4. Discussion/Approval of the September 2011 Treasurer's Report (Diane Zucco, Treasurer)

Shelley George made a motion to approve the Treasurer's Report. Aimee Nemer made the second. Motion approved unanimously.

5. Discussion/Approval on the Scholarship Fund Balance (Diane Zucco, Treasurer)

The membership decided to award two \$55 Athenian scholarships and two \$250 TMCA scholarships to be used for the Athenian Dialogue and the Election Law seminar, both held in January 2012. The deadline to apply for one of the four scholarships is November 30th. The scholarships will be awarded at the Holiday Luncheon in December. The membership also decided to award three \$500 scholarships, one being the Vickie Shaw Davis scholarship, in March. The membership decided to award scholarships twice a year instead of once a year. Janis Cable asked if the Chapter had thought about doing sponsorships for scholarships. The membership was interested as long as the same businesses that sponsor the Records Day are not asked to be a sponsor, and as long as some guidelines are put together. The membership decided to propose accepting sponsorships for scholarships at the February meeting. Kathy asked if any cities would be interested in hosting an Athenian Dialogue. Aimee Nemer stated that the city of Murphy would host one. The tentative date is August 1, 2012. Carole Ehrlich made a motion to approve the Scholarship Fund Balance. Janis Cable made the second. Motion approved unanimously.

6. Discussion/Approval of the Lone Star Chapter Bylaws and Procedures (Bylaw Review Committee: Pam Schmidt, Chair; Aimee Nemer, Member; Susie Quinn, Member)

Pam Schmidt asked if there were any questions or concerns regarding the proposed Bylaws. Alice Snyder asked if the scholarship application was going to be amended to add retiree. Pam stated the application would be amended. Kathy Wingo asked if the membership decided if it would be okay for a retiree to use a scholarship that they received prior to retiring. The consensus of the membership was that the retiree would still be able to use the scholarship as long as they met all of the requirements. Another question arose regarding different membership rates for retirees; however, there was no further discussion. Shelley George asked if we had any procedures in place so that scholarship recipients could not receive a scholarship from both the Lone Star Chapter and from TMCA and use them for the same expenses (so that they were making money). It was determined that the Chapter does not have any procedures in place to prevent this. It was decided that the recipients would have to sign a disclosure statement on the reimbursement form when they receive their scholarship from the Lone Star Chapter. Pam stated that she had received a request from a member to add to the Bylaws that scholarships could be used towards other institutions for educational purposes as long as they would benefit the City Secretary's office, such as ARMA. The membership was okay with this amendment. Jacky Casey made a motion to approve the Lone Star Chapter Bylaws and Procedures. Bruce Dunn made the second. Motion approved unanimously.

7. Introduction to the Speaker (Julie Lollar, President-Elect)

There was no speaker; therefore, a discussion was opened up to the Chapter to see what type of speakers they would like to see for the upcoming year. Some ideas tossed out were: facial reader, public information (in depth), records management (in depth), electronic/social media, notary, paperless agendas/tablets (panel discussion), and protocol.

8. Announcements (Kathy Wingo, President)

a. Committee Reports:

- **2011 Holiday Luncheon (Alice Snyder)**

Alice Snyder stated that there will be three menu options to choose from and also reminded everyone to bring an item for the silent auction.

- b. **Chapter Meetings:**

- **December 7, 2011 – Holiday Luncheon – Randy’s Steakhouse, Frisco**
- **January 2012 – No meeting**
- **February 1, 2012 – City of Lowry Crossing**

- c. **Other Seminars/Events:**

- **January (TBA, in conjunction with the Election Law Seminar) IIMC Athenian Dialogue – Chuck Tokar from Chicago will be the facilitator, the book is *Robert Kennedy: His Life*.**

The date will be the 14th and the cost is \$55.00.

- **January 18-20, 2012 – TMCA Election Law, Irving**
- **January 25-27, 2012 – Laserfiche Institute Conference, Anaheim, CA**
- **May 20-24, 2012 – IIMC Conference, Portland, OR**

9. Raffle/Adjourn

A motion was made by Diane Zucco and seconded by Joy Hart to adjourn the meeting. Motion carried and the meeting was adjourned at 1:08 p.m.

Kathy Wingo, President

ATTEST:

Stephanie Storm, Secretary