



Texas Court Clerks Association  
2011 Annual Business Meeting  
Waco Hilton Hotel  
October 11, 2011  
8:00 a.m.  
Waco, Texas

- I. Call to Order – President Tammy Odom
- II. Board Member Roll Call and Certification of a Quorum – Rhonda Kuehn
- III. Roberts Rules Presentation – Hilda Cuthbertson
- IV. Reports of Officers
  - A. **File #1** - Approval of Minutes 2010 Annual Business Meeting – Rhonda Kuehn
  - B. **File #2** - Treasurer’s Report – David Preciado
  - C. **File #3** - Certification Program Financial Report – Elaine Brown
- V. Committee Reports
  - A. **File #4** - Bylaws Committee – Rene Mendiola
  - B. **File #5** - Nominations Committee – Jeanne Wilson
  - C. **File #6** - 2010 Annual Meeting Committee – Leah Huff
  - D. **File #7** - 2011 Annual Meeting Committee – Suzy Seitzler
  - E. **File #8** – Vendor Committee Report – Kimberly Kierce
  - F. **File #9** – 2012 Annual Meeting Committee – Elaine Brown
  - G. **File #10** – 2013 Annual Meeting Committee – Fred Garcia
  - H. **File #11** - Publications Committee – Lesa Keith
  - I. **File #12** - Education and Certification Committee – Tracie Glaeser/Shona Bohon
  - J. **File #13** - Membership Committee – Lisa Howard
  - K. **File #14** - TML Report – Shona Bohon
  - L. **File #15** - Public Relations Committee – Pat Riffel
  - M. **File #16** - Chapter Steering Committee – Melissa Pace
  - N. **File #17** - Website Committee – Julie Kubeczka
  - O. **File #18** - Merchandise Committee – Kathy Collie

**P. File #19 - Legislative Committee – Phyllis Mathison/Rebecca Stark**

**Q. File #20 - Historian – Constance White**

**R. File #21 - Internal Audit Committee – Jeanette Jasso**

**VI. Old Business**

**VII. New Business**

**A. 2014 Conference Bid Presentations**

- 1) **File #22 - College Station – Marie Barringer**
- 2) **Allen – Delena Franklin**

**Note: Conference date for 2011 and future conferences has changed to the second week in October.**

**B. Consideration of and Vote on 2014 Conference Site**

**C. Adoption of 2012 TCCA Budget**

**D. Adoption of 2012 Certification Program Budget**

**E. Presentation of 2011 Election Results – Jeanne Wilson**

- 1) 2014 Conference Site
- 2) Vice President
- 3) Treasurer
- 4) Director's at Large

**F. Introduction of TCCA Grant & Scholarship Attendees – Pat Riffel**

**G. Presentation of Certificates to Outgoing Board Members – Pat Riffel**

**H. File #23 - Adopt a Resolution of Recognition & Appreciation of the Texas Municipal Courts Association – Tammy Odom**

**I. Recognize the TCCA Certification Program – Tammy Odom**

**VIII. Chapter Reports**

**A. File #24 - Central Texas Chapter – Phyllis Mathison**

**B. File #25 - Gulf Coast Chapter – Pat Riffel**

**C. File #26 - Freedom Trail Chapter – Kathy Collie**

**D. File #27 - North Texas Chapter - Kimberly Kierce**

**E. File #28 - Northeast Texas Chapter - Yvonne McCauley**

**F. File #29 - West Texas Chapter – Jeanne Wilson**

**G. Panhandle Chapter – Vacant**

**H. South Texas Chapter – Vacant**

**IX. Adjournment**