

**TCPAAA BOARD MEETING MINUTES**  
**October 24, 2009**  
**Buffalo Housing Authority Center**

Meeting was called to order by President Ben Hernandez at 10:32am; opened with a prayer and followed with the Pledge of Allegiance. Present were: Carroll Bagley, Region 1 Rep; Dave Miller, 1st Vice President; Leo Waltz, Web Manager; Chip Fairchild, Sergeant at Arms, Region 1 sworn officer; Dorris Murdock, 4th Vice President; Mildred Deal, Treasurer; Geri Sorg, Acting Secretary, Euless; James Long, Region 1 sworn Rep; Roger Anderson, Region 2 Rep; Jeanne Canales, Sugarland; Delores Gant, Pearland; Pat Struble, Arlington; John Engels, Weatherford; Tom Lane, Houston; Evalyn Phillipe, Region 1.

Absent: Terry Williams, 2nd Vice President and Joe Munoz, 3rd Vice President. Vote on whether attendance is excused or unexcused.

Excused: Terry Williams; motion to excuse by Carroll Bagley, seconded by Roger Anderson.

Unexcused: Joe Munoz; motion to have unexcused by David Miller, seconded by Roger Anderson.

**OLD BUSINESS:**

Motion to approve Minutes of July 11, 2009 (San Marcos) meeting as presented; Chip Fairchild, seconded, Dorris Murdock.

**Treasurer's Report:**

Prosperity Bank has checking account; \$2,806.23 approved; motion by Chip Fairchild, seconded by James Long.

Dave Miller stated that an audit committee needs to be appointed to review the checking account with their report due at the January meeting.

Action: Dorris Murdock reported on the 2009 convention at San Marcos. San Marcos provided a spreadsheet documenting the types of Convention expenses. It was recommended to increase the registration fee for one year only by \$10. A motion to increase the registration fee to \$110 from \$100 for the 2010 convention only and return to \$100 in 2011 was made by Chip Fairchild, seconded by James Long and approved.

**NEW BUSINESS:**

Ben Hernandez made the suggestion that the "Peace Officer of the Year Award" be taken to the governor for annual recognition. Discussion followed about whether this is a politician thing. Motion made by Chip Fairchild; seconded by James Long was approved.

**Agenda/Action:**

Action: Goals or the direction of the board:

Increase membership throughout the state. The state can help, provide resources. Dave Miller talked about the large number of CPAAA's that are not members of a Region. Ben: set some goals for each region for new member CPAAA's, letting the regions report back as to how many they can achieve. The TCPAAA needs a plan to take to the regions. Reports to be given at the next board by regions to say how many CPAAA's are region members and how many are not. Also how many members of each CPAAA.

Action: Clean-up: remove Elmore from the board list on the web and also Marlynn. Motion by Dorris Murdock; second by Roger Anderson. They will be removed from the board mailing list.

Action: Budget: Have a budget in place by the next meeting. Action to all to make inputs. Need projected expenses and income items.

Action: Dave Miller: Policies and Procedures Manual needed. He needs basics and suggestions.

Action: Committees to be established

- Scholarship committee – Carroll Bagley asked to chair.
- Fund-raising – Joe Munoz will be asked
- Membership – Dave Miller
- By-laws – Terry Williams
- PR – Ben Hernandez
- Audit – Dorris Murdock to chair the committee.
- 501.c.3 – Ben will take the lead and determine status and follow up with a regular committee lead. Rob Kaaa was suggested by Dorris Murdock.

Agenda: Dorris Murdock reported on her meeting with Bryan College Station on the 2010 Convention.

Action: New mailing address for TCPAAA from PO Box to TCPAAA c/o Dorris Murdock, 1400 Bradford Trace Dr., Allen, TX 75002.

Action: Website: Leo Waltz, TCPAAA web manager, provided a handout showing the physical structure of the website and the billing structure. There are three accounts associated with the website: Hosting (\$10.66/month - ThePlanet.com); Domain name for tcpaaconvention.org (\$6.49/year - ThePlanet.com); Domain name for TexasCPAAA.org (\$10.98/year - DomainDiscover.com). *[The \$6.49 will increase to \$8.95 in 2010 but that may happen after we pay for 2010. And the \$10.98 appears to have increased to \$16.00 for 2010.]*

Charlotte Thomas had been paying the monthly charges for the tcpaaconvention.org web hosting space, and her name was set as the contact on the hosting billing account as well as an old mailing address of hers. A letter to the Hosting Service (ThePlanet.com) was generated to request and change the billing contact to Leo Waltz, who had already taken over the payments as of August. Charlotte had paid thru July *[and she submitted an invoice for seven months to reimburse her for \$74.62; but TCPAAA does not have a current address to send her a check. Leo verified the amount to be correct.]* As of the board meeting, Leo had paid \$38.47 for Aug, Sept, & Oct, plus the domain name back in January. A motion was made by David Miller, seconded by Roger Anderson, to reimburse Leo Waltz for the \$38.47 plus payment of \$21.32 through December. *[After the meeting, Leo was given two checks in those amounts.]* Leo is to bring in proposals to next meeting with respect to changing hosting providers.

Action: Motion to make Dorris Murdock the Agent of Record to create a 501c(3) for TCPAAA; Mildred Deal, seconded by Carroll Bagley.

Action: Charlotte Thomas has not been responding to requests to return TCPAAA records and to submit her Letter of Resignation from TCPAAA. Motion to wait until 10/30/2009 for her resignation letter, if not received, considered "abandonment" of her Board position was made by

Chip Fairchild, seconded by Dorris Murdock. President Ben Hernandez to appoint interim Secretary.

Action: Since there is not a full set of "Delegates Meeting Minutes" available at this time, a temporary set was drafted for purposes of the bank.

Action: Ben Hernandez and Chip Fairchild to file with JP Court no later than 11/15/2009; Charlotte Thomas re: TPCAAA records.

Action: Ben Hernandez appointed Kristy Gilbert, (Burlson); interim Secretary effective 10/31/2009 until elections.

Action: Ben Hernandez appointed Susan Ernst (Carrollton); Public Relations Director.

Agenda: Request a report on activity of 3rd Vice President, Joe Munoz.

Evalyn Phillips reported \$30.00 toward the Scholarship Fund from sale of "Hat's" at Convention.

Motion to adjourn meeting made at 2:35pm; David Miller, seconded by Geri Sorg.