

TCPAAA BOARD MEETING MINUTES
January 23, 2010
Buffalo Housing Authority Center

Meeting was called to order by President Ben Hernandez at 10:30am; opened with a prayer and followed with the Pledge of Allegiance. Present were: Ben Hernandez, President; David Miller, 1st Vice President; Terry Williams, 2nd Vice President; Dorris Murdock, 4th Vice President; Kristy Gilbert, Secretary; Mildred Deal, Treasurer; Carroll Bagley, Region 1; James Long, Region 2; John P. Engels, Region 2; Leo Waltz, Webmaster; Susan Ernst, Public Relations; Mary Jo Prince, College Station; Jeanne Canales, Sugarland; Roger F. Anderson, Arlington; Faye Cutsinger, Liberty; Evalyn Phillips, Liberty County; Sandra Miller, Pearland; Dolores Gant, Pearland; Pat Struble, Arlington; Geri Sorg, Euless.

Absent: Joe Munoz, 3rd Vice President and Chip Fairchild, Sergeant at Arms. Vote on whether attendance is excused or unexcused.

Unexcused: Joe Munoz; motion to have unexcused by Dorris Murdock, seconded by Mildred Deal. Chip Fairchild, tabled to next meeting for reason.

Introduction of new Board Members/Officers:

Terry Williams, 2nd Vice President; Kristy Gilbert, Secretary; John P. Engels, Region 2; Susan Ernst, Public Relations Director. Special “thank you” to Roger Anderson for his service to the Board from in Region 1 Geri Sorg for taking minutes at the previous Board Meeting.

OLD BUSINESS:

Motion to approve Minutes of October 24, 2009 meeting as presented; Dorris Murdock, seconded, Dave Miller.

Treasurer's Report:

Prosperity Bank has checking account; \$3,962.72 approved; motion by Dave Miller with written correction, seconded by Carroll Bagley.

Status on Charlotte Thomas is closed and will not be discussed from this point on.

NEW BUSINESS:

Quarterly meetings are the 4th Saturday in the Month. Meetings start at 10:30am and will run until agenda is completely discussed. For the 2010 year the dates are as follows:

- April 24th in Buffalo, TX.
- July Walk –Through Convention in College Station – Date to be determined at the next Board meeting
- August 11th-14th in Bryan College Station – 2010 State Convention
- October 23rd in Buffalo.

Agenda/Action:

Agenda :501C3 and Tax Report

Mildred Deal sent Form 1023 to IRS in November of 2009. Received statement saying that minor information was required. Mildred gathered information and sent missing information overnight. Should be getting 501C3 status 6 weeks from November.

Action: Communication to be shared with Board via email upon arrival. Original to be keep with Dorris Murdock and a copy sent to Secretary, Kristy Gilbert. The exception to this process is for Bank statements and IRS documents – originals' will go to the Treasurer (Mildred Deal).

Practice Identified: Official Historian, Dorris Murdock, will send an email out to the Board upon arrival of document. Then she will decide if the document is urgent, and then mail immediately or hold until next Board meeting.

Agenda: Committee Reports

2010 Convention: Mary Jo Prince reported on the 2010 Convention in College Station. This year's theme will be "Teaming Up With Law Officers". Dorris visited in October. Class schedule is being put in place and finalized by the end of January. Mary Jo will send a copy of schedule to Leo to post on the website. The problem with the hotel registration seems to be taken care of. If any one hears of any problems, please have them contact Linda Godfrey (979)693-7500 or they can contact Mary Jo. Mary Jo will bring some different dates to the April Board Meeting for the walk-thru in July. The hotel is hosting Fire School and we might need to meet off campus. Convention is set for August 11th-13th. Mixer in Veteran's Park, Classes held on 12th and 13th, and dinner the night of the 13th.

Action: President Ben Hernandez requested Mary Jo Prince have a list of requests for the Regions to help at the next Board meeting.

2011 Convention: Committee Chair Dave Miller made a motion to increase registration fee to \$110 from \$100 for the 2011 State Convention and return to \$100 in 2012. Motion passed.

Membership:

Dave Miller received an email from Roger Anderson asking to help with this committee. The goal is get each Region to go to each CPA. This is a long drawn out procedure, but well worth it. Would like to see each Region Representatives give updates at each Board Meetings to what they are doing, i.e. databases, graphs, plots, etc. Rosenberg, TX no longer has a CPA, however a new Coordinator has taken over and is excited about restarting the CPA there. Looking to start a CPA in the Crockett area.

Action: All Regional Presidents email all information for Coordinator/President for all the CPAs in your region to Dave Miller. Mr. Miller can then contact each CPA from there.

Bylaws:

Terry Williams is familiarizing himself with the by-laws. Dave Miller brought up that at the San Marcos delegate meeting, that any member in good standing at a State Conference can vote on the slate of officers. However, this was not officially changed in the current Bylaws and does not stand. A by-law change was purposed by Dorris Murdock, that if your sworn officer is not able to attend the delegates meeting, an alternate has to be approved by the CPA so each CPA has 2 votes. Mr. President, Ben Hernandez passed the chair to Dorris Murdock. A motion was made that we revisit the by-laws change made at the San Marcos delegates meeting at the April Board meeting, seconded by Terry Williams. Chair was handed back to Ben Hernandez.

A moment of silence was given for fallen Officer Story Family and Sheets Family.

Fund Raiser:

Mr. President, Ben Hernandez, passed this discussion to Susan Ernst, Public Relations. Several ideas were discussed from grants to looking on Government or FEMA websites. Where to spend funds received was table until April Board Meeting. Before new items can be ordered, current merchandise must be obtained from Joe Munoz. Ben Hernandez said he had business in Austin and would pick it up from Joe and then give it to Dave Miller. Mr. Miller has a team in place that will store it in a controlled environment and inventory it as well.

Action: Board Members to come up with ideas for items to sell at College Station Convention.

Scholarship:

Carroll Bagley stated that the scholarship will be in place at the 2010 State Convention. This scholarship is set in memory of Delores Bagley and is tailored to help an officer further his education in his field. Each scholarship awarded will be in the amount of \$500.00. This scholarship is set up in an interest account. A raffle will be held during the 2010 Convention to benefit the scholarship. A scholarship committee was set in place with Jeanne Canales, Carroll Bagley, Mildred Deal, Dorris Murdock, Kristy Gilbert, and Sandra Miller.

Action: Susan Ernst will start publicity on the Delores Bagley Scholarship and Leo Waltz will update the website with application.

Public Relations:

Susan Ernst showed brochures, post cards, flyers, and a tri-fold that she designed to advertise the 2010 State Convention in Bryan College Station. She also shared costs with the Board for each. Public Relations is also responsible for putting together press releases, recognizing different alumni with the State, etc. Newsletter for the organization was discussed. A newsletter would be distributed once a quarter. To included a letter from the President, Region Forum, Convention updates, etc. Newsletter would also be available on website.

Action: Susan Ernst will send out email to Board of .pdf to proof the tri-fold brochure that was shown.

Action: Susan Ernst to put together a budget to print advertising for 2010 State Convention and email to Dorris Murdock before next Board Meeting. Susan will present budget at April's Board meeting.

Agenda: Region Reps

Region I – Dave Miller has started a program with Tony Valdez trying to account for all the CPA's and their contacts within Region I.

Action: Dave Miller will check and verify CPA's that are not members will be joining the TCPAAA.

Region II - John P. Engels passed this discussion to Geri Sorg, President of CPAANT. Region II has recruited 7 new CPA's reaching 70% of their goal. A facebook page has been set up to help pass along information and upcoming meeting dates.

Region III – Not Present

Agenda: 2010 Budget Report was presented by Dorris Murdock. \$1,996.59 was estimated to spend this year. Ben Hernandez challenged each Board member to make this budget \$0.00 at the end of the year. We need to be looking where to spend money that is best for our cause.

Action: Dorris Murdock to add Public Relations budget.

Action: Revisit 2010 Budget each Board Meeting to make sure needs are being met.

Agenda: Dorris Murdock reminded all Board members that all communication must be answered within 24 hours.

Agenda: Treasurer's Report will stand as Audit Report.

Action: Mildred Deal to check on debit card for Dorris Murdock for convention business.

Agenda: Leo Waltz made clarifications on memberships for the local CPAAA's. Local Associations do not pay to be members of the State Alumni Association. Any fees paid are for joining the Regional CPA. Domain name fees are due in March of each year. Leo Waltz will pay for this and give a receipt to Mildred Deal for reimbursement.

Action: By-law Committee will determine if convention dues are for January to December or Convention to Convention.

Motion to adjourn meeting made at 3:13pm; Dave Miller, seconded by Kristy Gilbert.