



News and Tidbits

April 2015

Dear Amy,

President's Message:



To everyone having elections in May, you are now in the home stretch!

We want to thank Amy Shelley, TRMC, City Secretary, City of Colleyville, for hosting a fantastic meeting at the Colleyville Library on March 18th. Jennifer Fadden, Colleyville City Manager, welcomed us to beautiful

Colleyville.



March Luncheon - City of Colleyville

We had a great panel of city attorneys who discussed a variety of issues presented in city governance and how legal staff and city secretaries work together to provide effective service to elected officials and the community. The panel included: Cathy Cunningham, Boyle & Lowry, LLP, who currently represents several cities across the Metroplex; Jennifer DeCurtis, Deputy/Assistant City Attorney, City of Denton, who represents the City of Denton on a multitude of legal issues; and Kevin Laughlin, Senior Associate, Nichols, Jackson, Dillard, Hager & Smith, LLP, who also currently represents several cities in the Metroplex.

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Upcoming Meetings

May - Elections	No Meeting
June 3 - NTMCA Awards	Euless
July 15	Arlington
August 12	Richardson
September 16	Haltom City

NTMCA and TMCA Clerk of the Year Nominations

The NTMCA Municipal Clerk of the Year Committee is accepting nominations for TMCA Clerk of the Year and NTMCA Clerk of the Year.

This is an awesome opportunity for you to recognize clerks who are committed to leadership and professionalism as City Clerks.



Panelists: City Attorneys
March Luncheon

The most common issues city attorneys deal with pertain to public information requests, records retention, open meetings, and elections. The panelists agree that a well-versed and organized city secretary makes all the difference in the effectiveness of the attorney-secretary relationship.

The panelists discussed social media and how the laws are unclear when it comes to Open Meetings on web logs (blogs), online bulletin boards, Facebook, and Twitter.

Processing public information requests, as we all know, can be challenging. One issue discussed by the panel was handling requests for emails, when city employees are using their personal email accounts for city business. These records are subject to disclosure requirements and mandating their release can be difficult for city secretaries, as liability under the law becomes a very big concern. The best defense to any potential for criminal penalties is to continually document and follow-up. Keep good and accurate records for everything! A city secretary must make "every effort" to produce records. If another person is designated to handle Police Dept or EDC records, make sure that designation is in writing.

We learned a lot and this session certainly could have lasted all afternoon. So much information! It was a great discussion and we really appreciate our city attorneys coming to provide their thoughts on "burning issues" occurring in their cities.



The deadline to submit nominations is May 15, 2015! For a nomination form, including a list of nominee qualifications visit the NTMCA Website ([Committees page](#)).

Questions? Contact a committee member: Kim Sutter, (ksutter@eulesstx.gov) - 817-685-1419 or Aimee Nemer (Aimee.Nemer@cor.gov) (972)744-4290

**Kim Sutter,
Municipal Clerk of the Year
Committee Chair**

Alyce Deering Scholarship

We are currently accepting applications for the 2015 Alyce Deering Scholarship. The purpose of the scholarship is to provide funds for travel and seminar registration for a TMCCP/TMCA sponsored certification program. The full summary of the program is available [HERE](#). To apply you must complete the application and provide a copy of your TMCCP transcript and a letter of commitment. The application deadline is May 1st.

**Alicia Richardson
Alyce Deering
Scholarship Committee Chair**

Meeting Reservations

Members we need your assistance. In order to be able to provide food for all that attend our monthly meetings, we need to know who will be attending, so please let us know your intentions by the RSVP date. Deadlines are included in the invitation and on the meeting webpage.

The best way to take care of this is to plan to attend all of the meetings and RSVP when you receive the invite!

**Thank you for your cooperation!
Mary Supino, President**

FY 2014-2015 Board Officers

President:
Mary Supino, Arlington
mary.supino@arlingtontx.gov

March Luncheon Attendees
City of Colleyville

At this meeting, the membership approved the following business items:

- Meeting minutes from February 18, 2015 business meeting;
- Monthly treasurer report from February 2015.

Congratulations to Michael and Lindsay Wells, who announced that they are expecting their second child this fall! We are so happy for you both and wish you all the best!

We will not have a regular Chapter business meeting until July, when we will be meeting in Arlington! We do not meet in May due to our municipal elections and June is our annual awards meeting, which will be hosted by the City of Euless. Hope to see you all in June!



Mary Supino, President

NTMCA Scanning Project - Update

At the February 18 meeting, the membership was presented with information, and an estimate for services, regarding a scanning project the Board would like to pursue with a third party contractor. This scanning project consists of NTMCA photos, minutes, and treasurer notebooks, currently being stored by various Board members in their respective city facilities.

The Board is currently working on a survey to send to the membership relative to the scanning project, so be sure to be looking for that survey link!

Submitted by Amy Shelley
NTMCA Historian

817-459-6188

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Future Newsletters

We are always looking for topics of interest for newsletters. If there is a subject you would like to see addressed or if you would like to contribute an article, please let any of the Board members know, or submit it by e-mail to Sheila B. Morales.

Quick Links

[NTMCA Website](#)

[FY 2015 Membership Application](#)

[Join Our Mailing List!](#)

Scholarship Fundraiser

The "Keep Calm and Clerk On" insulated tumblers are available for \$15 each.

The proceeds benefit our Chapter's Alyce Deering Scholarship Fund. The scholarship fund is one of the reasons that sets us apart from other chapters.



We know the importance of continuing our education and we support our members by providing annual scholarships to offset travel and seminar registration costs.

Don't miss your chance to support our Chapter and sport a cool insulated tumbler that markets our profession. The tumblers will be available for purchase at each Chapter meeting or by contacting Alicia Richardson at arichardson@nrhtx.com

**Submitted by Alicia Richardson
Alyce Deering Committee Chair (North Richland Hills)**

Historical Tid-Bits - Town of Copper Canyon

- The Town of Copper Canyon was incorporated in April of 1973 in order to preserve the rural atmosphere of the community.
- Council Meetings were held in homes until 1978.
- Copper Canyon is a General Law Type A city.
- Located in Denton County
- Population 1,350
- 4.25 square miles
- Low tax rate of \$0.301713 per \$100 valuation
- Lewisville and Denton School Districts
- Water supplied by Cross Timbers Water Supply
- Fire protection provided by Argyle Volunteer Fire Department
- Police protection provided by the Denton County Sheriff's Department
- Mayor and Council form of government elected by the registered voters, and serve two (2) year terms
- Residents can enjoy camping, picnics, and boating at Pilot Knoll Park
- Horse trails are maintained for the enjoyment of equestrian riders

We are an awesome Chapter! Let's lead and be a model for our sister Chapters.