



COUNTY & DISTRICT CLERK ASSOCIATION OF TEXAS  
BOARD OF DIRECTORS MEETING  
Meeting Date: June 23, 2016 – 8 am  
Holiday Inn Downtown Marina,  
Corpus Christi, Texas

## MINUTES

### 1. CALL TO ORDER

President Celeste Bichsel called the Executive Board meeting of the County and District Clerks' Association of Texas at 8:01 a.m. on June 23, 2016. (Attachment "A")

### 2. ROLL CALL

Roll call was conducted by Laura Hinojosa, Secretary, and marked the following present.

#### Officers

- President – Celeste Bichsel, County Clerk, Carson County
- Vice President – Tammy Kneuper, District Clerk, Bandera County
- Treasurer – Jennifer Lindenzweig, County Clerk, Hunt County
- Secretary – Laura Hinojosa, District Clerk, Hidalgo County
- Immediate Past President – Heather H. Hawthorne, County Clerk, Chambers County

#### Guests:

See the attached sign-in sheet. (Attachment "B")

### 3. INVOCATION AND PLEDGES TO THE AMERICAN FLAG AND THE TEXAS FLAG:

Invocation was given by Tammy Kneuper, Vice-President. The Pledge to the American Flag and Texas Flag was led by Celeste Bichsel, President.

### 4. WELCOME NEW BOARD MEMBERS:

Both new and seasoned board members introduced themselves. Esther Degollado, Webb County District Clerk, is new to the board as Region VIII Director.

### 5. 2016 CONFERENCE UPDATE – CORPUS CHRISTI:

No Report

### 6. APPROVE BOND FOR INCOMING TREASURER, JENNIFER LINDENZWEIG:

Jennifer Lindenzweig presented the bond. A motion was made by Linda Haney to approve the bond for the incoming Treasurer. The motion was seconded by Beverly Crumley; none opposed and motion carries.

**7. ACTION/DISCUSSION ON ADDING SECRETARY TO SIGNATURE CARD WITH EDWARD JONES ACCOUNT AND APPROVE DEBIT CARD FOR INCOMING SECRETARY AND REMOVING PAST PRESIDENT DIANE HOEFLING FROM THE ACCOUNT:**

A motion to add the Secretary to the signature card, approve a debit card and remove the past president from the account was made by Susan Hughes. The motion was seconded by Beverly Crumley; none opposed and motion carries.

**8. FUTURE BUSINESS & AGENDA ITEMS:**

A. Celeste Bichsel presented the dates for the upcoming conferences as follows:

- Winter Conference: February 7 – 9, 2017, Embassy Suites, San Marcos, Texas
- UT Conference: May 16 – 19, 2017, Embassy Suites, San Marcos, Texas
- Summer Conference: June 25 – 29, 2017, South Padre Island, Texas

B. Heather Hawthorne proposed Directors include a “Association 101” work session during their fall regional meetings to keep clerks, both new and old, abreast of any changes and new business.

C. Celeste Bichsel proposed clerks get a head start on the legislative year. Recommendations were made to reach out to area state representatives and perhaps allow clerks, in the future, to obtain educational credit for participating in the legislative capitol visits in Austin in an effort to secure a better turn out and more effectively lobby for the association.

D. Tammy Kenuper recommended Directors keep in touch with their regions as much as possible. She also requested they help disseminate information related to list-serve and the tracker in regards to email size limits, sharing business related email only, and other list-serve requirements.

E. Celeste Bichsel announced the progress in securing /updating social media sites such as facebook and twitter. The Secretary will be charged with managing the official facebook site and sharing association related photos/posts.

**9. ADJOURN**

There being no further business, Heather Hawthorne made a motion to adjourn. The motion was seconded by Susan Hughes. The meeting was adjourned at 8:17 am, June 23, 2016; none opposed and motion carries.

Respectfully submitted

*Laura Hinojosa*

Laura Hinojosa, CDCAT Secretary  
District Clerk, Hidalgo County

