



COUNTY & DISTRICT CLERKS' ASSOCIATION OF TEXAS  
BOARD OF DIRECTORS MEETING  
Meeting Date: June 27, 2019 - Time: 8:00 AM  
Woodlands Waterway Marriott Hotel & Convention Center  
Woodlands, Texas

## MINUTES

### 1. CALL TO ORDER

President Laura Hinojosa called the Board of Directors meeting of the County and District Clerks' Association of Texas to order at 8:08 a.m. on June 27, 2019.

### 2. ROLL CALL

Roll call was done by R. David Guerrero, Secretary, and marked the following present:

#### Officers

- President – Laura Hinojosa, District Clerk, Hidalgo County
- Vice President – Stacey Kemp, County Clerk, Collin County
- Treasurer – Lisa Johnson, Combination Clerk, Hemphill County
- Secretary – R. David Guerrero, District Clerk, Jim Wells County
- Immediate Past President – Jennifer Lindenzweig, County Clerk, Hunt County
- EX. Parliamentarian – Clarissa Webster, District Clerk, Ector County

#### Board Members

##### Director

- Region I  Sherri Jones, District Clerk, Wheeler Co.
- Region II  Sandra Roblez, District Clerk, Yoakum Co.
- Region III  Judy Crawford Combo Clerk Crane Co.
- Region IV  Rachel Chavez-Duran Combo Clerk, Sutton Co.
- Region V  Cathy Jentho, County Clerk, Eastland Co.
- Region VI  Sherry Dowd, County Clerk, Navarro Co.
- Region VII  Schelana Hock, County Clerk, Polk Co.
- Region VIII  Esther Degollado, District Clerk, Webb Co.

##### Director in Charge

- Julie Smith, County Clerk, Potter Co.
- Karren Winter, County Clerk, Archer Co.
- Berta Rios-Martinez, County Clerk, Brewster Co.
- Velve Price, District Clerk, Travis Co.
- Sharena Gilliland, District Clerk, Parker Co.
- Loretta Cammack, District Clerk, Nacogdoches Co.
- Lisa Teinert, District Clerk, Lee Co.
- J. C. Perez, III County Clerk, Jim Wells Co.

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Parliamentarian-Beth Rothermel, County Clerk, Washington Co.

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Guests: None

**3. INVOCATION AND PLEDGES TO THE AMERICAN FLAG AND THE TEXAS FLAG**

Invocation was given by J.C. Perez, III Jim Wells County Clerk. The Pledge to the American Flag and Texas Flag was led by Esther Degollado, Webb County District Clerk

- 4. Welcome given by Laura Hinojosa, CDCAT President
- 5. Update of 2019 annual Conference was presented by Laura Hinojosa, President on behalf of Region VII
- 6. A motion to approve the blanket/schedule bond for Treasurer voted on electronically was made by Loretta Cammack, Nacogdoches County District Clerk and seconded by J.C. Perez, III, Jim Wells County Clerk – Motion approved.

**\*\*\* Discussion was had regarding the Board of Directors’ Notebooks and possible changes to the bylaws by Laura Hinojosa and Jennifer Lindenzweig.**

- 7. A motion was made by Velva Price, Travis County District Clerk, to approve the removal of Jennifer Lindenzweig and Stacey Kemp, Executive Board Members, from the Edward Jones account and Authorize Laura Hinojosa, President and Lisa Johnson, Treasurer to sign on the account. The motion was made by Loretta Cammack Nacogdoches District Clerk and seconded by Judy Crawford, Crane County Combination Clerk – Motion approved.
- 8. A motion was made by Julie Smith, Potter County Clerk, to add the new Secretary, R. David Guerrero, Jim Wells County District Clerks and removing Tammy Kneuper, Bandera County District Clerk along with other executive board members to use and sign a credit/debit card on the Edward Jones Checking Account, with no CDCAT purchases/expenditures to exceed \$1,500. The motion was seconded by Sherri Dowd, Navarro County Clerk – Motion approved.
- 9. Future Business and agenda items:

Discussion was had regarding an old computer for the CDCAT and its destruction. Any documents needed are on the CDCAT website under Officer documents. Motion was made by Jennifer Lindenzweig and seconded by Loretta Cammack. Motion approved.

Discussion was had regarding table top flags which were purchased during Heather Hawthorne’s year as President. Laura Hinojosa suggested taking the flags to a boy scout troop and following proper protocol including purchasing the flags (keeping the bases) for our next board meeting. Motion was made by Julie Smith and seconded by Sherri Dowd. Motion approved.

Discussion was had regarding the Sales Committee purchasing new equipment to facilitate sales and receipting. Velva Price made a motion for the Board of Directors to allow the Sales Committee to purchase equipment not to exceed \$1500.00. Schelana Hock seconded.

10. Stacey Kemp clarified the checking account balance as of 6/13/2019 was \$233,649.16 and the money market account balance was \$17,831.07 for a total amount \$251,480.23 . The total income as of 6/13/2019 was \$476,834.34 with total expenses of \$393,414.10. The net income was 833,87.76 and net income for this period \$86,736.38. The motion to accept the amended treasurer’s report was made by Jennifer Lindenzweig and seconded by J.C. Perez, III. The motion passed.

**\*\*\* Note: Although a vote was taken to approve the four proposals under New Business, R. David Guerrero noted as per Robert’s Rules, the items needed to be placed on the agenda prior to taking action. Therefore, a vote would be taken electronically and ratified at the Fall Conference.**

11. ADJOURN

There being no further business, the meeting adjourned in consensus by Board of Directors at 8:28 a.m. June 27, 2019, no one opposed, and motion carried.

Respectfully submitted,

*Laura Hinojosa*

Laura Hinojosa, CDCAT President  
District Clerk, Hidalgo County

