

# THE COUNTY & DISTRICT CLERKS' ASSOCIATION OF TEXAS

VICE PRESIDENT  
LISA JOHNSON  
HEMPHILL COUNTY COMBINATION CLERK  
P.O. BOX 867  
CANADIAN, TEXAS 79014  
PHONE: 806-323-6212  
FAX: 806-323-9745  
[lisaj@hemphill-clerk.com](mailto:lisaj@hemphill-clerk.com)



SECRETARY  
JULIE SMITH  
POTTER COUNTY CLERK  
P.O. BOX 9638  
AMARILLO, TEXAS 79106  
PHONE: 806-379-2288  
FAX: 806-379-2296  
[juliesmith@co.potter.tx.us](mailto:juliesmith@co.potter.tx.us)

TREASURER  
PATTI HENRY  
CHAMBERS COUNTY DISTRICT CLERK  
P.O. BOX NN  
ANAHUAC, TEXAS 77514  
PHONE: 409-267-2436  
FAX: 409-267-8209  
[pHenry@chamberstx.gov](mailto:pHenry@chamberstx.gov)

PRESIDENT  
STACEY KEMP  
COLLIN COUNTY CLERK  
2300 BLOOMDALE ROAD, STE. 2106  
MCKINNEY, TEXAS 75071  
PHONE: 972-548-4185  
FAX: 972-547-5731  
[skemp@collincountytx.gov](mailto:skemp@collincountytx.gov)

IMMEDIATE PAST PRESIDENT  
LAURA HINOJOSA  
HIDALGO COUNTY DISTRICT CLERK  
P.O. BOX 87  
EDINBURG, TEXAS 78540  
PHONE: 956-289-7801  
FAX: 956-318-2251  
[laura.hinojosa@co.hidalgo.tx.us](mailto:laura.hinojosa@co.hidalgo.tx.us)

## BOARD OF DIRECTORS VIRTUAL MEETING

NOTICE IS HEREBY GIVEN THAT A VIRTUAL MEETING OF THE COUNTY AND DISTRICT CLERKS' ASSOCIATION OF TEXAS BOARD OF DIRECTORS WILL BE HELD AT 9:00 A.M. ON THURSDAY, MAY 6, 2021 AT WHICH TIME THE FOLLOWING ITEMS WILL BE DISCUSSED AND/OR ACTED UPON:

1. Call meeting to order – Stacey Kemp, President
2. Roll call – Julie Smith, Secretary
3. Invocation-Patti Henry, Treasurer
4. Pledges to American and Texas Flags – Lisa Johnson, Vice President
5. Discussion, Consideration and Approval of Minutes - Julie Smith, Secretary
  - a. January 26, 2021 Board of Directors Virtual Meeting
  - b. March 5, 2021 Board of Directors Emergency Virtual Meeting
6. Discussion, Consideration and Approval of Treasurer's Reports – Patti Henry, Treasurer
  - a. Treasurer's Report – February 01, 2021 to Present
  - b. Sales and Use Tax Report
  - c. Budget Amendments/Line Item Transfers
7. Discussion, Consideration and Approval of Audit Report – Nancy Rister, Tammy Kneuper
8. Ratification of April 9, 2021 Executive Board Approval to Authorize Julie Smith, Potter County Clerk and Stephnie Menke, Potter County District Clerk to Open an Account for the 2021 CDCAT Annual Summer Conference for Expenditures to Carry Out the 2021 Summer Conference in Amarillo – Stacey Kemp, President

**9.** Discussion, Consideration and Approval of the Renewal of an Annual Contract with Karen Gladney for Legal Services. – Stacey Kemp, President

**10.** Discussion, Consideration and Approval of the Following:

- a. Contract Renewal with Waco Convention Center – Summer 2022, Luz Hinojosa, TAC
- b. Contract Renewal with Waco Hilton – Summer 2022, Luz Hinojosa, TAC
- c. Contract Renewal with Waco Courtyard by Marriott – Summer 2022, Luz Hinojosa, TAC

**11.** Discussion, Consideration and Approval of 2021 – 2022 Committee Appointments – Lisa Johnson, Vice President

**12.** Discussion, Consideration and Approval of the following items:

Committee Reports:

- i. Bylaws
- ii. Legislative
- iii. Audit
- iv. Nominating
- v. Education
- vi. Community Outreach
- vii. Procedure Manual County Clerk
- viii. Procedure Manual District Clerk
- ix. Historical
- x. Records Management
- xi. Memorial
- xii. Scholarship
- xiii. Pictorial
- xiv. Conference City Selection
- xv. Sales
- xvi. Website/TAC-Community/Mobile App
- xvii. Banking and Finance
- xviii. reSearch Texas

**13.** Conference Updates:

- a. 2021 Winter Conference/Final Update – Luz Hinojosa, TAC
- b. 2021 Summer Conference – Luz Hinojosa, TAC
- c. 2021 Summer Conference/Registrations – Sam Burke, TAC
- d. 2021 Summer Conference/Grant Reimbursements – Michelle Mund, TAC
- e. 2021 Summer Conference/Sponsorships – Sarah Lazarowitz, Zachry Publications
- f. 2021 Summer Conference/Host City – Julie Smith, Potter County Clerk
- g. 2022 Summer Conference/Waco Convention Center and Hotels – Luz Hinojosa, TAC

14. President's Gift for Stacey Kemp – Lisa Johnson, Vice President
15. New or Future Business:
16. Adjourn

Dated this 20th day of April, 2021

  
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Stacey Kemp, CDCAT President