



The County & District Clerks' Association of Texas
Board of Directors Meeting
Meeting Date: June 23, 2023 @ 11:30 A.M.
MEETING MINUTES

(Documentation provided during this meeting is attached hereto)

Call to Order- Julie Smith, CDCAT President at 11:39 A.M.

Roll Call- Jennifer Wright, Secretary

Officers

- ☒ President – Julie Smith, Potter County Clerk
- ☒ Vice President – John Warren, Dallas County Clerk
- ☒ Treasurer – Sandra Roblez, Yoakum County District Clerk
- ☒ Secretary – Jennifer Wright, Jeff Davis County & District Clerk
- ☒ Immediate Past President – Patti Henry, Chambers County District Clerk
- ☒ Parliamentarian - Karren Winter, Archer County Clerk

Board Members

Director-In-Charge

Director

- Region I ☒ C.J. Chasco, Swisher County Combo Clerk
Region II ☒ Kelly Pinion, Lubbock County Clerk
Region III ☒ Clarissa Webster, Ector County District Clerk
Region IV ☒ Lucy Adame-Clark, Bexar County Clerk
Region V **AB** Marianne Bowles, Clay County District Clerk
Region VI ☒ Loretta Cammack, Nacogdoches Co. District Clerk
Region VII ☒ Bobbye Christopher, Polk County District Clerk
Region VIII ☒ Sylvia Garza Perez, Cameron County Clerk

- ☒ JoAnna Blanco, Castro County Combo Clerk
☒ Vickey Wederski, Cottle County Combo Clerk
☒ Jennifer Martin, Ector County Clerk
☒ Velda Price, Travis County District Clerk
AB Juli Luke, Denton County Clerk
AB Shawn Weemes, Red River County Clerk
☒ Donece Gregory, Tyler County Clerk
☒ R. David Guerrero, Jim Wells County District Clerk

GUESTS

Schelana Hock, Polk County Clerk

Invocation - John Warren, Vice President

Pledges to the American and Texas Flags - Sandra Roblez, Treasurer

1. Welcome all New Board Members
2. Explanation of Parliamentarian Procedures - Karren Winter, Parliamentarian

Deliberate and Act on the Following:

1. Board of Directors Meeting Minutes – May 19, 2023 - Past Secretary, Sandra Roblez.
Patti Henry, Chambers County makes a motion we accept the minutes as written.
R. David Guerrero second. MOTION CARRIES
2. Consider approval of signatures to be changed on the Edward Jones accounts to President Julie Smith and Treasurer Sandra Roblez.
Sylvia Garza-Perez, Cameron County motion to approve, Lucy Adame-Clark Bexar County second. MOTION CARRIES
3. Consider approval of adding new Secretary to debit card on Edward Jones account.
Donece Gregory, Tyler County moves that we add our new secretary to the debit card on the Edward Jones Account JoAnna Blanco, Castro County seconds the motion. MOTION CARRIES
4. Consider approval of Treasurer's Bond: We have a three-year bond that covers all the offices of the Executive Board which is good until July 1, 2025.
Kelly Pinion, Lubbock County Clerk moves that we accept the three-year bond R. David Guerrero, District Clerk Jim Wells County second the motion. MOTION CARRIES
5. Consider approval of the date of the Board of Directors meeting before the Fall Conference and whether it will be virtual or in person. September 11, 2023, is the first day of the conference.
Loretta Cammack makes motion for a virtual Board of Directors meeting Lucy Adame-Clark, Bexar County second. DISCUSSION: a doodle survey will be sent out for availability.
MOTION CARRIES
6. Consider holding a Silent Auction during the 2023 Fall Conference.
John Warren moves that we have the silent auction during the Fall 2023 Conference in College Station second by Sandra Roblez, Yoakum County. DISCUSSION: Patti Henry mentioned that Kofile donated \$1,685.00 to the scholarship committee. Also discussed scholarship application qualifications. MOTION CARRIES
7. Consider holding a Silent Auction during the 2024 Summer Conference in Rockwall.
Lucy Adame-Clark moved to approve, and Jennifer Martin seconded. MOTION CARRIES
8. Consider approving an updated Committee List.
Clarissa Webster, Ector County District Clerk makes a motion to approve as written with one modification to add Velva Price to the Website Committee. R. David Guerrero, District Clerk Jim Wells County seconds the motion. Clarissa Webster withdraws her motion and makes a motion to table and John Warren seconds the motion to table. R. David Guerrero withdraws his second to Clarissa's motion to approve. TABLED. MOTION CARRIES
9. Update on 2024 Fall Conference in College Station – Luz Hinojosa, TAC.
Patti Henry makes a motion to amend number nine to change it to 2023 instead of 2024 John Warren second. MOTION CARRIES
UPDATE: Room block is full, and we have 280 registered

10. New/Future Business:

To receive an update on the CDCAT Bookkeeper position.

Information Only: John received an email from Jimi Copeland who may be able to do bookkeeping as Julie Smith is having a discussion with her and they already do this for the West Texas County Judges and Commissioners' Association they can do for a price of \$1,500.00 a quarter. Willing to do everything we had asked except for updating the spreadsheet, which should be our responsibility. Karen Gladney is working on agreement, and we will have a special called meeting to get this into place.

Old Business: John Warren wrote a check to Gary Rothermel for \$180.00 for supplies and will write a second check for \$400.00 for his services.

11. Adjourn 12:21 P.M.

Moved, Sandra Roblez

Seconded, Clarissa Webster

Submitted this 3rd day of July 2023



Jennifer Wright

Jeff Davis County and District Clerk

Secretary, County and District Clerks' Association of Texas