

BOARD MEETING ☐ May 6, 2014 ☐ Galveston

Board Members in attendance:

Melinda Galler	Wendy Standorf	Ronnie Kidd	Lavern Gaines (TML)
Bonita Hall	Martha Butz	Veronica Sanchez	
Craig Barnes	Tadd Phillips		
Lisa Norris	Mark Washington	Miguel Ozuna	

President Melinda Galler called the meeting to order at 2:15 PM at the Moody Gardens Hotel board room in Galveston. The following minutes are presented in the order of the agenda, not necessarily in the order the items were discussed.

I. Approval of February 4, 2014 Board Meeting Minutes (Board meeting in San Antonio)

Ronnie presented the minutes for approval. Martha moved to approve the minutes as presented. Craig seconded. MOTION CARRIED.

II. Financial Report & Budget Update

Ronnie presented TMHRA's Financial Report for the nine months ending March 31, 2014 (see attachment). Ronnie and Lavern have worked to reformat the financial report into a more reader friendly and meaningful presentation. Everyone agreed that the new format was easier to follow and understand. Ronnie presented the following highlights:

- Year to date net revenues are \$44,720
- We are significantly ahead of budget, however very few of the annual conference costs have come through yet
- TxPELRA operations are separated on the financial report now and reflect a year to date net loss of \$2,668, which is about half of what was projected so that is good.
- When we start having revenues and expenses flow through for IPMA TX we will reflect them the same way as TxPELRA
- Total Net Assets as of March 31, 2014 are \$167,186 (\$135,578 pertains to TMHRA and \$31,598 pertains to TxPELRA).

Ronnie then reviewed the 2014-2015 budget with the Board (see attachment). He stated that Lavern had worked on it, then he reviewed and tweaked and submitted it to the executive board for review. The 2015 budget is pretty much status quo, with no significant new initiatives proposed. We take a conservative approach to the budget, which is good. There is an administrative fee budgeted for TxPELRA of 1% of TxPELRA's net assets, or fund balance. This is the same protocol that TMHRA follows with TML. We will follow the same protocol with IPMA TX once they have balances. Discussion ensued and questions were answered, indicating the Board's satisfaction with the 2015 Budget.

Melinda thanked Ronnie and Lavern for their work on the revisions of format and the upcoming fiscal year's budget, which will begin July 1, 2014.

III. Committee Assignments & Reports

a. Programs

Lisa (chair) and Wendy (co-chair) reported the following:

Lisa passed around a schedule for speaker introductions for the next three days for review and feedback.

The Annual Conference program has come together well and Lisa expressed her thanks to the Committee and to Lavern for all her help.

Discussion ensued pertaining to developing a timeline to use for future conference planning for both TxPELRA / Civil Service and the Annual Conference. This is a good idea, but numerous people need to have input regarding deadlines and considerations.

Discussion ensued pertaining to housing requirements for the annual conference. Lavern stated that she realized early on that the contract we signed with Moody Gardens long ago did not have enough rooms as our conference has grown the last few years. She made adjustments, and ultimately arranged for overflow. This was sort of an isolated incident, and should not be an issue going forward.

Discussion then ensued about the need to standardize complimentary registration and/or room nights for speakers. Ronnie asked Lavern to comment about the number of room nights we are giving out and the cost. After further discussion, it was determined that this should be a topic for the fall strategic planning meeting.

Lisa reported that the Nuts & Bolts regional programs have been scheduled for Euless on September 12 and Lubbock on September 24. Martha is working with Jill McAdams on the Euless session and Ronnie will work with the Lubbock session that Melinda set up with the Lubbock HR director. Miguel is still working on scheduling a session in the Valley. Lisa will work on the content. Ronnie stated that it worked really well last year to have the same agenda for all three sessions. More to come.

b. Communications

Craig stated that he had discussed obtaining passwords with Lavern so that he can make updates to the website. He will make this a priority. Updates will include implementation of several forms for feedback, including an interest form for members to indicate how that would like to engage in TMHRA operations. It was suggested that the list serve be tweaked so that replies reflect not only the title and name but also the city of the person replying.

c. Nominations

Martha (VP and nominating committee chair) reported that the nominating committee has presented the ballot for 2014-2015, which will be further presented at the business meeting on Friday to the membership. The electronic ballots will go out sometime within the next 30 days and be due back 30 days after sending out. The ballot is as follows:

President	Martha Butz	Highland Village	<i>(by succession)</i>
Vice President	Ronnie Kidd	Abilene	<i>(by succession)</i>
Secretary/Treasurer	Miguel Ozuna	Cedar Park	
Past President	Melinda Galler	Lewisville	<i>(by succession)</i>
TML Board	Luanne Hanford	University Park	
Trustee	Andre Houser	Conroe	
Trustee	Jill McAdams	Bedford	
Trustee	Lisa Norris *	Grand Prairie	
Trustee	Janie Padilla	Alvin	
Trustee	Veronica Sanchez *	San Angelo	
Trustee	Mark Washington *	Austin	

** indicates Incumbent*

Members will vote on four (4) trustees from the above ballot.

Once the ballots are closed and tallied, Melinda will schedule a conference call for the Board to canvass the votes. TMHRA's fiscal year is July 1 to June 30, but the "Board year" is October 1 to September 30. Martha indicated that the nominees for trustee who are not incumbents are invited to join the rest of the board at the new members' dinner on Wednesday evening. They will also be worked into the introduction of speakers roster if they are not already included so that they have "face time".

d. Membership

Veronica (chair) reported that the new members’ dinner will be at The Spot on the seawall on Wednesday evening. Shuttles will depart the hotel at 6 PM. She expects over 30 people. She thanked Wendy for her assistance and for also being the point person for the Goody Bags for new members. Everyone expressed what a great idea the bags were!

The Past Presidents dinner will be on Wednesday as well at Landry’s on the seawall. Tadd stated they will depart on shuttles at 5:30 so as not to conflict.

Veronica requested that we follow up on adding the “interest” section to the new member form. Craig said he would follow up.

e. Sponsorships

Mark presented a schedule of sponsors indicating we have \$36,500 in sponsorships this year. Everyone applauded the success and accomplishment of the sponsorship campaign. Several sponsors also contributed a secondary sponsorship for one of the dinners (new member or past presidents). There are 23 gold sponsors. Mark thanked Lavern for all of her assistance.

Mark asked each board member to indicate which sponsors they have relationships with so that we can utilize this information in furthering our efforts in the future.

Discussion ensued pertaining to the timing of asks, the fiscal year versus calendar year, program schedules, etc. “Automatic” renewal notices were discussed as well as the dollar amounts associated with sponsorship levels. TMHRA’s levels are less than other affiliates. These topics should be on future board meeting agendas for further discussion.

Ronnie commented that it is important to provide speaking opportunities in our programming to sponsors (NOT sales opportunities) to keep them engaged.

Lavern mentioned that one sponsor (\$1,500 gold) had requested a refund because they were not able to attend the annual conference and have their booth. After consideration, Tadd moved that we refund \$1,000 of the \$1,500. Ronnie seconded. MOTION CARRIED.

Wendy suggested that we indicate in future sponsorship communications that the sponsorships are nonrefundable once committed. Everyone concurred.

Sponsorship recognitions will occur at lunch on Wednesday and Mark will emcee this. Melinda will assist in the presentation of the plaques.

Door Prizes from the sponsors’ drawings will be presented at the Friday morning TMHRA Business Meeting.

f. Legislative

Discussion ensued as to the best approach for the upcoming 2015 legislative session and TMHRA’s monitoring thereof. After several comments, the consensus was that the approach last session seemed to work, whereby several board members worked as a team to keep everyone informed of what needed attention. Miguel, Mark and Lisa agreed to serve as the “legislative monitoring team” for TMHRA.

g. TxPELRA

Miguel (TxPELRA President) reported that he recently attended the NPELRA annual conference. Jim Parrish was installed as the NPELRA president. Miguel said the conference was very informative and well worth attending. Miguel stated next year’s annual conference will be in Savannah, Georgia. Miguel indicated the TxPELRA bylaws were approved by the NPELRA board after he responded to a few questions to clarify TxPELRA’s relationship with TMHRA. Melinda indicated her thanks and congratulations for this long time in the making accomplishment. Others affirmed!

Miguel then sought, pursuant to the newly official TxPELRA by-laws, the TMHRA President’s appointment of officers for TxPELRA as follows:

President	Miguel Ozuna	Cedar Park
Vice President	Devon Desai	Austin
Secretary/Treasurer	Harold Cates	Fort Worth

Melinda affirmed her approval, as TMHRA President, of the TxPELRA officers. Applause and celebratory exclamations were abundant! The terms will begin October 1, 2014 but the officers are free to prepare accordingly in the interim with provisional powers and authority.

Miguel will present briefly regarding TxPELRA at the Thursday luncheon. He will also recognize Richard Hodapp with an award for his instrumental service and dedication to TxPELRA.

h. Awards

Craig reported that there were numerous submissions toward the extended deadline for the TMHRA awards... i.e., the response was good once people got them in. Josh Smith, HR Director from Schertz, chaired the Awards Committee and did a great job. Please let Josh know our gratitude. The awards will be presented at the Thursday luncheon and Josh will coordinate the presentation.

Craig stated we will try to communicate regarding awards nominations in beginning in October 2014 for the 2015 awards.

Recipients for 2014 are as follows:

Rising Star	Matia Messemer	Hurst
Innovation	City of Bedford	
HR Professional of the Year	Guadalupe Ruiz	Corinth

i. Site Committee

Ronnie (chair) reported the following accomplishments regarding upcoming conference sites.

If we are contracted for a site, the dates include the Board meeting the day before the conference.

- 2015 TxPELRA/Civil Service – Sugarland **CONTRACTED February 10 – 13, 2015**
- 2015 Annual – Horseshoe Bay, Marble Falls **CONTRACTED April 28 – May 1, 2015**
- 2016 TxPELRA/Civil Service in the Austin area, specifically Lost Pines in Bastrop. We are continuing to work.
- 2016 Annual Conference in downtown Fort Worth – We are continuing to work this location.
- 2017 locations are yet to be identified ... we are targeting SAN MARCOS for one of them... stay tuned

j. TMRS

Tadd (TMHRA’s TMRS representative) reported that the TMRS Advisory Committee met on April 4th. As Tadd surveyed the TMHRA Board for its priorities at our last meeting, the TMRS advisory committee discussion reflected similar priorities as the 84th Legislative Session approaches: 1) Remove or modify the “catch up” provision for COLAs for retirees; 2) A new Fixed Rate (“Across-the Board”) COLA for retirees; 3) maybe an increase in the 1,000 hour cap for TMRS-retired temporary employees. Tadd indicated feedback from the Public Safety representatives on the advisory committee was not supportive of COLA changes. Tadd said there was conversation regarding a one-time window whereby a COLA could be enacted for retirees without retroactive calculations. The advisory committee will meet again on May 15. Tadd expects the focus of the discussion to be COLAs and the 1000 hours.

Various comments indicated the 1000 hours are not as significant now that the Affordable Care Act interpretation of full time employment exists.

IV. New/Old Business

a. TxPELRA By-laws

Covered in committee report

b. IPMA-HR (IPMA TX)

Mark reported that the “Large City Roundtable” meeting held recently in Houston was a huge success. There were around 50 people in attendance and the program content was very informative. Kudos to

the Houston folks... next year the meeting will be in Austin with the City of Austin co-hosting with Travis County. At the Houston meeting, Mark, Debbie Maynor and Priscilla Wilson presented an update on IPMATX progress. Dallas, Tarrant, Bexar, Collin and Harris Counties were all represented in the group, so it was a good audience to hear the update. Lisa and Craig were also in attendance at the Houston meeting and stated the topics were good and the speakers dynamic. Priscilla attended the IPMA Southern and Central Region conference. She reported that IPMATX will be receiving \$1,000 in startup funds from the regional board as opposed to the \$500 offered earlier. Debbie is still working on the membership application for IPMATX. Once it is ready, we need to provide a link on the TMHRA website to an IMPATX splash page. This can also be marketed through an e-mail blast to solicit IPMATX membership applications. Melinda will mention the IPMATX chapter in her opening remarks tomorrow. Mark is also hosting a breakout session for HR best practices and will talk about the chapter there. Next year's IPMA national conference will be in Philadelphia.

c. 2015 Legislative Session

Covered in Committee Report

d. Past President Benefits

Melinda stated that she wanted to clarify the intent of the board's recent e-mail vote to extend free conference benefits to past TMHRA presidents. She stated that her understanding this applied only to past presidents who are retired – truly not working. The benefits do not apply if the person has retired from municipal service but is working in a different career or HR field. Everyone concurred that this was the intent.

e. 2014-2015 TML Administrative Services Agreement

The draft TML agreement for the next fiscal year was discussed. Not everyone had taken a look at it. It was decided Lavern would e-mail to everyone and we would try to reconvene for a vote on it while we are in Galveston.

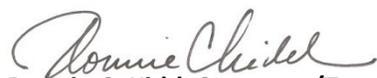
f. Salary Survey

Lisa mentioned that she has had several people ask her about plans for a salary survey tool to replace the former TML Survey that is no longer maintained. Discussion ensued. There is still a need but the solution is unclear. Lisa indicated Grand Prairie *might* be willing to pursue providing a solution. It would require development of proper parameters, procedures, responses, etc. Everyone agreed this merits further conversation at the fall strategic planning meeting.

V. Adjournment

There being no further business or discussion, Melinda adjourned the meeting at 4:55 PM.

Respectfully submitted by



Ronnie C. Kidd, Secretary/Treasurer

ADDENDUM – May 8, 2014 – Moody Gardens, Galveston TX

The TMHRA Board convened at the call of President Melinda Galler in the foyer of the conference center of Moody Gardens at approximately 1:00 PM on May 8, 2014.

Present and constituting a quorum were: Melinda Galler, Martha Butz, Ronnie Kidd, Veronica Sanchez, Wendy Standorf, Lisa Norris, Bonita Hall, Tadd Phillips, Craig Barnes and Miguel Ozuna

Melinda inquired of the Board as to whether anyone had questions regarding the TML Administrative Services Agreement. There were none. Martha moved that the TML Agreement for 2014-2015 be approved. Lisa seconded. MOTION CARRIED UNANIMOUSLY.

The meeting adjourned.

Respectfully submitted by

A handwritten signature in cursive script that reads "Ronnie Kidd".

Ronnie C. Kidd, Secretary/Treasurer