



**Yellow Rose Chapter of the Texas Municipal Clerks Association
MINUTES
Thursday, February 6, 2025**

The Yellow Rose Chapter of the Texas Municipal Clerks Association convened their meeting on Thursday, February 6, 2025, hosted by the City of Palmer, at Palmer City Hall. The meeting was made available for in-person attendance.

Attendees:

Lisandra Leal, Burleson
Amanda Campos, Burleson
Cynthia Olguin, Hutchins
Erin Zaidle, Palmer
Caryn Stevens, Red Oak

Sumer Coulston, Red Oak
Callie Green, Venus
Susie Quinn, Wilmer
Laura Jack, Red Oak

I. Welcome and Introductions by Cynthia Olguin, Yellow Rose Chapter President at 11:30 am

President Olguin welcomed the attendees and thanked the City of Palmer for hosting the February meeting. President Olguin also acknowledged Republic Services for providing the meal and candy containers for the meeting.

II. President Olguin “What is an Elevator Speech, and Do I Need One?”

President Olguin presented to the Chapter explaining what an Elevator Speech is and why we as City Clerk’s should have one. President Olguin provided examples of speech specific to municipal clerks. Also, presented was TMCA Past President Sherry Mashburn’s articles from TMCA News – December 2016.

III. Business Meeting

- a. Consider approving October 3, and December 5, 2024, meeting minutes.

Amanda Campos of Burleson motioned to approve the minutes. Callie Green of Venus seconded the motion. The motion carried unanimously.

- b. Consider approving financial reports through the period ending January 31, 2025.



Lisandra Leal of Burleson motioned to approve the financial reports. Erin Zaidle of Palmer seconded the motion. The motion carried unanimously.

- c. Consider amending the budget to remove funding from the Technology Fund into the Guest Speaker Fund.

Item was tabled to be discussed at the next business meeting.

- d. Committee Updates

No updates at this time.

IV. Announcements

- a. Upcoming Chapter Meetings

April - Waxahachie
June - Mansfield
August - Grand Prairie
October - Hutchins

- b. Upcoming Events

- c. Upcoming Deadlines

- Municipal Clerks Office of Achievement Award Applications Due March 15, 2025.
- Texas Municipal Clerk's Association Trustee Applications Due May 1, 2025.

V. Adjournment

Caryn Stevens of Red Oak motioned to adjourn the meeting at 12:53 p.m. Sumer Coulston of Red Oak seconded the motion. There being no further business, the meeting was adjourned.



Cynthia Olguin
Cynthia Olguin, President

ATTEST:
Bobbie Jo Taylor
Bobbie Jo Taylor, Secretary