

Texas Community Service Association

Minutes

General Membership & Annual Regular Board Meetings
Radisson Hotel Airport
1770 Airway Blvd.
El Paso, Texas 79925

Wednesday, October 29, 2014

General Meeting 7:30 am to 8:30 am

Annual Regular Board Meeting 12:30 pm to 2:00 pm

- I. Pete Gonzales called general meeting to order at 7:40 am.
- II. **Nomination & Election of New Board Members:** Deanna Madrid, Karen Saunders, Cruz Vances, Ricky Carpenter and Michael Pichardo were nominated for the board. The following were elected to the board. Deanna, Karen and will be serving full terms: 2014 to 2017. Cruz was re-elected. Deanna replaced Lydia who opted not to seek re-election. Michael is an alternate for the TCSA board and will be notified if needed.
- III. **2015 Conference Location:** Fredericksburg was selected as the site for the 2015 Conference. Domingo provided information regarding the selection of Fredericksburg and indicated that he would be happy to host the conference.
- IV. **Financial Audit Report:** Brenda Garcia related that the audit committee, comprised of herself, Cruz Vances and Lydia Villamil, found the financial records to be accurate and reconciled against bank records. All voted in favor of accepting the audit report.
- V. **Other Business:** President, Pete Gonzales indicated that the TCSA board would be looking at making a few changes to the Bylaws.

Meeting adjourned at 10:19 am.

- I. Pete Gonzales called the annual regular board meeting to order at 11:37 am.

Present: Pete Gonzales, Cruz Vances, Brenda Garcia, Edward Delgado, Deanna Madrid, Israel Tena, Karen Saunders, and Ricky Carpenter. Absent: Lisa Whittington, Lonnie Rogers, and Matthew Hainey.
- II. **Recording of General Membership Meeting Actions:** All actions pertaining to election of new board members, 2015 conference location and financial audit report were recorded. Additionally, it was decided that Domingo Sanchez, as a representative of the host city of

Fredericksburg, will serve as Conference Chairperson.

- III. **Board Nominations/Appointment of New Officers:** Brenda Garcia was nominated as President on a motion by Israel Tena by acclamation and accepted by Brenda Garcia. By acclamation, Cruz Vances (Vice-President); Edward Delgado (Treasurer); and, Deanna Madrid (Secretary) were voted to their respective posts (these are the officer posts designated in TCSA's by-laws). In addition, Karen Saunders (Historian); Lonnie Rogers (Technology Officer); and, Pete Gonzales (Newsletter Editor) agreed to serve in these roles. Pete Gonzales announced that Lisa Whittington was acting as Historian. The Bylaws indicate that she may continue to serve for nine additional months. In the case that she does not continue, the board will appoint Michael Pichardo at next board meeting and as of now.

- IV. **Ratification of Previously Approved Minutes dated February 24, 2014:** Cruz moved and Ricky seconded a motion to ratify approval of the minutes. All voted in favor.

- V. **Ratification of Previous E-mail Approvals with Financial Obligation:** Pete made a motion to ratify items of previous approval. All voted in favor.

- VI. **Discussion/Action on Matters Pertaining to Unfinished 2014 Business:** Ricky moved to pay outstanding conference obligations to vendors and board members. Seconded by Pete; all voted in favor.

- VII. **Status of Board Tasks/Issues:**
 - A. *IRS Reporting Requirements:* Edward will be filing for 2014.

 - B. *Bank Signatures.* Edward mentioned that the Compass Bank signatures card needs to be updated. Need to remove Brenda Culpepper and Pete Gonzales off the list. The following will need to be added; Brenda Garcia and Cruz Vances. Cruz Vances made a motion to remove Brenda Culpepper and Pete Gonzales and Ricky Seconded. Pete Gonzales made a motion to add Brenda Garcia and Cruz Vances and Ricky seconded.

 - C. *Quarterly Newsletter:* The newsletter will be put together by Pete. At a minimum, the next one (October to December 2014) should include information on outgoing board member Lydia Villamil and incoming board members, Karen, Deanna, and Ricky; a review of this conference; next conference location; etc.

 - D. *Website:* Pete mentioned that he continues to update the website. He stated that he would like to see more contributions from CSCD. Right now too many of the special projects are Juvenile Probation projects.

VIII. **President's Items for Discussion, Consideration, and/or Approval:**

A. *Expense Account for Next Conference Coordinator:* Board agreed to reimburse Domingo up to \$200 (with receipts provided to Edward) to entertain prospective conference presenters. Ricky made a motion to reimburse Domingo up to \$200 for upcoming conference. Karen seconded and all are in favor.

B. *Visibility of the Association:* At our next meeting TCSA will look for ideas on other grants or recognition during the next board meeting. The idea was brought up whether or not to continue to donate the \$500 grant towards Global Youth Service Day.

1. Global Youth Service Day Grant. (To be discussed at next board meeting). This grant is limited to juvenile probation departments. Same amount as 2014 and same grant award process. That is, TCSA makes a check to TJJD and the latter takes care of evaluating and designating grant recipients. The one caveat is that grant recipient(s) must be active TCSA members.
2. Ideas for Other Grant(s) or Recognition(s). (To be discussed at next board meeting).
3. Website/Facebook. Pete will continue to update the website. He urged others on the board to contribute material for the website. Board would like to continue the practice of putting conference registration on both the website and Facebook.

IX. **Date for Next Meeting:** The location for the next conference planning meeting is in Fredericksburg on Monday, February 23, 2015. Domingo will begin looking for hotel options (2 to 3 hotels) to be presented at that meeting. Brenda will forward an agenda as soon as a hotel site for the planning meeting is designated by Domingo.

X. **Other Business:** It was discussed that the following items would be added to the agenda for our next board meeting:

- To continue to donate \$500 towards Global Youth Service Day.
- Other ideas for grants and recognition.
- Look at a graduated system for donating to local hosting food pantry (ex. For 50 people we donate \$500, for 60 people we donate \$600.)
- Discuss Registration and any discounts for hosting county.
- Making changes to Bylaws.

XI. Ricky moved to adjourn meeting and Edward seconded it. All voted in favor.

XII. **Adjournment:** *Meeting adjourned at 12:09 pm.*

