



## TEXAS ASSOCIATION OF COUNTY ENGINEERS AND ROAD ADMINISTRATORS

TACERA – December 6, 2018

Cedar Park, Texas

Charlie Hastings, President

Chad Davis, Past President

Yancy Scott, Vice President

Joseph Jackson, Secretary/Treasurer

Robert Berndt, Regional Director

Joe Trammel, NACE Rep

1. Charlie called the meeting to order at 10:50 AM. Chad made the motion to approve minutes. Joseph second. Minutes approved.
2. A motion was made to accept Tony's resignation as NACE Rep. Motion was made by Chad. Second by Joseph. Motion carried.
3. A motion was made to appoint Joe T as NACE rep. Motion Chad. Joseph second. Motion carried
4. Yancy made the motion to add signature block to approved minutes for the secretary to sign. Chad made motion to accept. Joseph second. Motion carried.
5. A motion was made to accept the minutes from the meeting at El Tropicano. Joseph made the motion. Chad second. Motion carried.
6. A motion was made to accept the minutes from the meeting at the annual conference at the Wyndham. Robert made motion. Joseph second. Discussion was to add AM and PM to Item 1 and 9. Motion carried
7. Budget – Joseph and Selina. Big thing is sponsorships. Get the board members more involved to increase the sponsors. One day workshops are increased to help with sponsors. Workshop 1 and 2 not spring and fall. Had a good year in 2018. Golf was above budget on income and expenses. Admin staff budgeted to 30k. Robert wants to know since we no longer have the hotel search and will the hours go down? Selina says there could be more once conference starts. Facilities – rent going up to 500/month for storage of records, utilities, and rent. Joseph wants to know if TFMA is asked can the rent be lowered. TFMA rent is increased in 2019. There is a concern about golf. Tony may have very little to do with the tourney. Numbers could be less. Not sure what involvement he will have. Decorator charges forty dollars for the booth. A/V was 6000 plus. NACE will reimburse 3000 but it is uncollected. TACERA pays for the NACE rep to go to two meetings a year. TACERA pays for 4 board members to go to the conference. President, VP, S/T and NACE rep. Added 500 for hospitality at NACE conference. Use president's suite to host a hospitality reception at TACERA conference. Robert wants to know if we can donate money for sponsorship. He would like to put 500 in for sponsorship. Bankcard fees increase due to online payments with a credit card. Public relations leave at 1500. Robert would like to advertise in the County Progress. One run \$1000 or 3 runs \$900/each for ¼ page. One run \$1200 or 3 runs \$1100/each for ½ page. If we do a 6 run the price decreases. \$350 one run for TAC ¼ page. \$300 if you do more. Joseph - what if we had a budget item for scholarships? Charlie we have \$1500 in PR. We need to have a vision for scholarship. Selina taking money from conference for scholarship. Charlie yes. No line item yet but want to create one. Yancy – whatever is put in the budget is ok but savings is where we pull the scholarship money from. Operational budget – commit to send it one way or another. Chad would like a line item for scholar-

ships. Charlie would like to adopt budget today with a negative if we add scholarships. Insurance for the conferences. Add place marker under meetings annual. Place holder for scholarships. Joseph made the motion to adopt the budget as presented with insurance and scholarship and changes to annual NACE for sponsorship \$500. Balance of \$750 to scholarships. Chad second. Motion carried.

8. Lunch 11:55 AM
9. Return 12:25 PM
10. Budget discussion opened again. Yancy suggests drafting a policy the board establish a number that will be looked at annually to be placed in commitment for scholarship. Either to establish a new scholarship or add to the existing ones.
11. Committee appointments –
  - a. Auditing – PP shall be the chair, Evertson and Trammel
  - b. Newsletter/social media – Eubanks
  - c. Committee of the future – Hastings, Chad Davis chair, Neaves, Trammel, Shannon
  - d. Constitution and bylaws – Chad
  - e. Membership – Jackson
  - f. Nominating – Berndt
  - g. Awards – Berndt
  - h. Scholarships -Davis
  - i. Education – Scott
  - j. Programs – Evertson
  - k. Golf – Martinez

Chad motioned. Trammel second to ratify the committee appointments. Motion carried.

12. TACERA will pay for NACE rep, President, V/P and S/T for the NACE conference.
13. Publish membership list – name, county, office phone number – Markie
14. One days in Anahuac and Midland/Odessa. Robert will help with Midland but cannot be until summer. Joseph will work with Bobby for Anahuac.
15. Auditing due by 2/7/19 – Chad what are we looking at. Will get with Selina for the data.
16. Newsletter – Eubanks/Hastings – 4/30/19
17. New business
  - a. Texas State Transportation Innovation Council – Chad. It is a big deal up north. Who does the board want to represent them? Robert makes a motion for Chad to be the representative. Joe T second. Motion carried.
18. Administrative Contract – Charlie thinks the document can be modified and not be as big and in-depth. Chad says the legislative portion is not part of the contract. Reference bylaws. Give dates. Statement about rent. Payroll. Make two different documents for admin and rent. 30 days' notice on termination by either party. Chad made a motion to reflect the contract according to the current bylaws. Joseph second. Motion carried.
19. Robert wants Charlie to write the letter telling NACE, Joe T is our new rep to NACE. Also let them know we would be interested in hosting in 2024. Charlie asked Markie to create stationary with the board members names on the document.
20. Joseph made motion to adjourn. Chad second. Motion carried. Meeting adjourned 2:10pm. Minutes approved at the February 7, 2019 Meeting.



Joseph Jackson  
TACERA Secretary/Treasurer

02-07-2019

Date