

TACA BOARD MEETING MINUTES  
FRIDAY, SEPTEMBER 6<sup>TH</sup>, 2019, 11:30 A.M.  
TAC LEGISLATIVE CONFERENCE – TAC BUILDING NORTH ROOM

- I. Call to Order – Cathy Talcott called the meeting to order at 11:35am
- II. Prayer and Pledges – Kevin Kieschnick offered the prayer and Tammy McRae offered the pledges
- III. Roll Call – All board members were present. Donna Willis, Albert Uresti and Bruce Stidham arrived shortly after the meeting began. Kevin, Albert and Donna left at various times prior to adjourning the meeting.
- IV. Introductions and Guests – Rovin Garrett, Allison Getz, Wendy Burgess, Connie Rose, Katy Reagan, Peter McGuill, Sarah Lazarowitz, Amy Lawson and Michelle Mund were recognized.
- V. Presidential Activity Report – Cathy Talcott presented the report as attached and allowed Allison, Amy and Sarah to present on VII. B. as noted below.
- VI. Secretary-Treasurer Report – Larry Gaddes
  - A. Approval of Minutes – Kevin moved and Tammy McRae seconded the motion to approve the minutes. The motion passed unanimously.
  - B. Approval of Financials – The financials were accepted as presented. Cathy noted Robert’s Rules of Order do not require financials be approved by the board.
  - C. Amended Budget – Larry noted the budget amendment approved at the Board Retreat will be reflected on the August financial statement.
  - D. Audit Committee Report – Bruce presented a verbal audit report. The audit was performed by Bruce, Wendy and Kevin. There were no irregularities noted and a written report will be provided and voted on at the next board meeting. Larry will amend the audit procedures to provide additional detail in the steps and processes.
- VII. Old Business
  - A. VG Young Conference Update – Peter McGuill indicated the agenda and speakers have been finalized. Cathy will reach out to chairs to determine when/if committee meetings need to be held during the conference.
  - B. Galveston & Austin Conference Update – A conference recap was provided. Spousal inclusion was discussed. Allison requested a change for next year that would allow TACs to reserve a hotel room one day before reservations open to the general membership. Sarah provided vendor recaps and noted this was the highest vendor sponsorship year yet. Bingo expenses were discussed. Randy made a motion and Kevin seconded to raise the bingo sponsorship to \$5,000. The motion passed unanimously. Sarah presented a contract for County Progress to continue their event services. Keven made a motion to approve, Randy seconded. The motion passed unanimously.
  - C. Committee Updates – RoVin and Michelle provided updates on education and DMV, respectively.
  - D. Board Retreat Follow-Up and Presentations – Cathy identified the goals and teams as determined at the strategic planning meeting and encouraged everyone to stay on track with our assignments for each goal. Tammy/Michelle will send out our new mission and vision prior to sharing with the membership.

- VIII. Executive Session – this item was moved to the bottom of the agenda and taken up after the New Business items were discussed. The Board adjourned to executive session and resumed the regular meeting at approximately 3:30pm
- IX. New Business
  - A. Director of Education update – Tammy McRae provided an update on the ad hoc committee’s progress on searching for an individual or entity that could assume the duties of Education Director
  - B. CTOP – additional DMV LMS requirements – Motion was made by Shay and seconded by Michelle to include the proposed DMV LMS training modules to the required curriculum for CTOP certification effective January 1, 2020. Motion passed unanimously
  - C. PTEC Course CE requirements – Motion made by Albert and seconded by Larry to eliminate the requirement that students must take the PTEC end-of-course exam when taking the course to only earn CEs
  - D. TACA Retention Schedule – Motion was made by Donna and seconded by Tammy to table taking action on the retention schedule until next meeting pending more research
  - E. Determine date for next board meeting – Monday November 11<sup>th</sup>, 3pm, VG Young Conference
- X. Other Business – no other business was discussed.
- XI. Adjourn – Motion was made by Tammy and seconded by Shay to adjourn. Motion passed unanimously.