

**TCMA Membership Committee**  
**September 10, 2021, 10:00 a.m.**  
**Virtual meeting**

Members of the Committee present: Chair Emily Crawford, City Manager, Brownwood; Vice Chair Courtney Sladek, City Manager, El Campo; Deval Allums, Senior Account Executive, Ameresco, Inc.; Caitlan Biggs, Director of Administrative Services/Town Secretary, Little Elm; Meagan Borth, Assistant City Manager, Lake Jackson; Victor Brownlees, Director of Finance, Baytown; Mario Canizares, City Manager, Nacogdoches; James Fisher, City Manager, Brenham; Robert Hemminger, City Manager, Iowa Colony; Cliff Keheley, City Manager, Mesquite; John Milford, Graduate Professional Practitioner Lecturer, The University of Texas Rio Grande Valley; Gabe Reaume, City Manager, Saginaw; Houston Satterwhite, Public Works Director, Breckenridge; Nate Smith, City Administrator, Fairfield; Carole Vanzant, Assistant City Manager, Fair Oaks Ranch; Ashley Wayman, Assistant City Administrator, Rollingwood; Stacey Ybarra, Assistant to the City Manager, Round Rock

Guests: TCMA Senior Advisors Kay Godbey and A.C. Gonzalez

TML Staff: Kim Pendergraft and Emily Hughes

Committee Chair Emily Crawford called the meeting to order at 10:03 a.m. and thanked the committee members for participating.

Overview of Committee Responsibilities

Responsibilities of the Committee were discussed including the TCMA awards and scholarship programs.

2020-2022 Strategic Plan Objectives

The Committee reviewed the 2020-2022 Strategic Plan objectives including recruitment and retention of members and how to best welcome new members. **Emily Crawford and Courtney Sladek will develop a checklist and recruitment goals to be reviewed by the Committee at the January meeting. Emily will also contact Karen Daly on her efforts to welcome new members at the TCMA Annual Conference and how the Membership Committee can assist.**

**Kim Pendergraft will provide updated diversity statistics at the January meeting.**

Members In-Transition Program

Kay Godbey and A.C. Gonzales discussed the efforts of the senior advisors to help members in transition (MIT). **They will continue to develop a more enhanced MIT Program and report at the January meeting. Victor Brownlees volunteered to assist.**

### Salary Survey

The salary survey will be sent to Full TCMA members. Only members who complete the survey will have access to the data. This is the final year of the contract with Evergreen Solutions. TCG Consulting, that provides financial planning and employment agreement services to TCMA members, have offered to include a salary survey as part of their contract with TCMA. **The Committee will review this option at the January meeting and make a recommendation to the Board.**

### Management Messenger Newsletter

Members of the Committee volunteered to write an article for each month of the *Management Messenger*. Articles are due to staff the 15th of the month prior to publication.

November-Mario Canizares

December-Caitlan Biggs

January-Meagan Borth

February-Cliff Keheley

March-John Milford

April-Stacey Ybarra

May-Senior Advisors

June-Carole Vanzant

July-Ashley Wayman

August-Courtney Sladek

September-Houston Satterwhite

The next meeting is January 14, 2022 via video conference.

Meeting adjourned at 11:45 a.m.