



NCDA Region VI- Southwest

2023 Region VI Caucus Meeting @ NCDA Annual Conference

Oklahoma City, OK

October 27, 2023, 10:00 A.M.

Minutes/Record of Activity

In attendance:

Erick Boyd, Baton Rouge, LA
Daryl Blacher, Baton Rouge, LA
Shawanna Rodgers, Conway, AR
Tracey Shine, Little Rock, AR
Shane Rougeau, Lafayette, LA
Lillian Bastidos, Fort Worth, TX
Rhonda Hinz, Fort Worth, TX
Darwin Wade, Dallas, TX
Audwinn Manuel, Shreveport, LA
Damien Bell, Shreveport, LA
Todd Smith, Oklahoma City, OK
Marcela Cervantes, Laredo, TX
Priscilla Sanchez, Laredo, TX

Natalie Manzanares, McAllen, TX
Christina Garcia, McAllen, TX
Nancy Glover, Temple, TX
Tina Martinez, Laredo, TX
Jo Anne Longoria, Mission, TX
Zyreshia Jackson, Bryan, TX
Blanca Nava, Bryan, TX
Shannon Stricker, Bryan, TX
Felicia Rodgers, Conway, AR
Aya Kouaho, Fort Worth, TX
Sharon Burkley, Fort Worth, TX
Kevin Howard, Little Rock, AR

I. Call to Order

Chairperson Kevin Howard called the meeting to order at 10:23 A.M.

II. Welcome (Informal Meeting)

Chairperson Howard welcomed everyone and asked attendees to introduce him/herself

III. Roll Call

Chairperson Howard called roll and welcomed any new members present

IV. Current Members – Determination if we have Quorum

Secretary/Treasurer Jo Anne Longoria stated there are currently 27 paid members. She mentioned there were thirteen member cities' present (eleven paid, two promised to pay) Chairperson Howard informed attendees of membership benefits and explained the membership annual dues and asked everyone to process their dues as soon as possible. He also explained how to submit payment.

V. Approval of Record of Activity - Minutes

Secretary/Treasurer JoAnne Longoria presented the record of activity for review and questions. After a brief discussion Chairperson Howard asked for a motion to approve the record of activity. Tina Martinez motioned to approve record of activity. Shawanna Rodgers second the motion. Motion carried.

VI. Treasury Report

Secretary/Treasurer JoAnne Longoria presented financial report the for the period ending September 30, 2023. The report states the checking account balance was \$20,405.36. The savings account balance as of September 30, 2023, was \$33,427.44; total combined was \$53,832.80. Chairperson Howard asked Tina and Jo Anne to conduct a research for better interest rate accounts as most banks are offering 5%. After a brief discussion Chairperson Howard asked for a motion to approve the financial report. Shannon Stricker motioned to approve the financial report. Rhonda Hinz second the motion. Motion carried.

VII. Social Media

Chairperson Howard mentioned that Belle LeBlanc is the Social Media Coordinator has been posting information and mentioned they are looking for volunteers to assist Belle. Tracey Shine and Sharon Burkley volunteered to assist with the Social Media.

VIII. Topics of Discussion

A. Nomination and Voting of Current Positions

Chairperson Howard mentioned that there were three positions open at this time and provided a brief description for each position. Legislative person is responsible to report updates from DC; Membership person is responsible to send membership dues notices to members, invoices, solicit nominations; Conferences person is responsible to find a location for the conferences and send RFPs.

Vice-chair Legislative: Lillian Bastidos stated she was interested and self-nominated herself for this position. Upon a called vote, motion passed.

Vice-chair Membership: Tina Martinez nominated Blanca Nava. Upon a called vote, motion passed.

Vice-chair of Conferences: Nancy Glover stated she was interested but then withdrew her self-nomination. Sharon Burkley stated she was interested and self-nominated herself for this position. Upon a called vote, motion passed.

B. Paying for the Conference by credit card Square has been added to the website:

Chairperson Howard mentioned options for paying registration fees for the conference which included Square and p-cards can also be used by communities but several were having issues. Also mentioned to include an additional fee for processing the payment.

C. NCDA Winter Legislative Conference – January 30, 2024 to February 2, 2024:

Chairperson Howard mentioned that there Winter Legislative Conference was upcoming and asked everyone that was able to attend to do so early

D. Impact Booklet – will be developed Every Two Years. Not enough responses:

Chairperson Howard mentioned that there were not enough responses from the

members and advised the next one would be developed in 2024. He advised everyone that there is template for submitting their projects.

- E. Membership dues: Chairperson Howard reminded everyone that the dues were increased to \$75 and entitles you to serve on the National Board.

- F. Conference App – are we going to commit to purchasing the app: Chairperson Howard mentioned that we would need to decide if we are going to purchase the app. After further discussion, Tina suggested to check what the cost would be to use the same application that is used at the National Conference.

- G. Region VI Annual Conference Survey will be sent out on things we can improve on or topics you would like to see. Is moving around to state better/worst?: Chairperson Howard mentioned he would send out a survey to the members to see who would be interested in hosting the next Annual Conference. He stated he would check with Bonnie Moore in Shreveport. Daryl Blacher mentioned they could probably be ready to host in two years in Baton Rouge.

IX. Questions/Comments

Comments included:

- Chairperson Howard thanked the speakers.
- Sharon thanked Chairperson Howard for the two great conferences.
- Chairperson Howard asked Tina and Jo Anne to conduct a research for better interest rate accounts as most banks are offering 5%.

X. Adjourn

Chairperson Howard adjourned the meeting at 11:13 am.