CTJPCA

Central Texas Justices of the Peace and Constables Association

BOARD MEETING MINUTES
Williamson County EMS Building
3189 S.E. Inner Loop Classroom B,
Georgetown, TX 78626
September 16, 2026
9:30 a.m.

1. Call to Order
   - **9:39 AM**
2. Roll call/sign in:
   - **See Sign In Sheet.**
3. Minutes from Previous Meeting: (Secretary: Jennifer Mertink)
   - Constable Jeff Reeves will read previous minutes from 6/17/2026.
     - **Reeves reading minutes from 6/17/2026.**
     - **Motion to approve. Judge Elliott 1st – 2nd Judge Williams - passes**
4. Treasurer Report: (Treasurer: Deputy Constable Phil Brown)
   - Deputy Constable Phil Brown will read Treasurer Report.
     - **Phil Brown stated $21,363.49 in bank.**
     - **Received check from Linebarger for $1500 towards today's lunch.**
   - Motion to approve.
     - **1st – Reeves, 2nd – Elliott, motion passes**
     - **Kids that received the scholarships are very appreciated**
5. Old Business:
   - Did the Scholarships for Preslie Milburn and Jacob Milburn get sent out to the school they will be attending?
     - **Yes, scholarships were received**
   - Follow up: Wrap up and finalize the plan for the annual conference in March 2027. Do we want to keep it in the same location? Possibly add another day to the conference or possibly keep it at the same location but have a two-day conference.
     - **Judge Duffield can get more rooms for the conference in March in Belton. Setting date for March 3, 2027. Judge McLean is reaching out to Judge Duffield about 3/3/2027. If March 3rd does not work – we are also looking at March 2nd or March 4th.**
     - **Do we want to have the meeting the same – do we want to add one more day and get more speakers?**
       - **Judge Williams prefers one day event. Board confirmed to continue with a one-day conference event.**

        - **Judge McLean mentioned to Board that at the November meeting we need to make an announcement about Raffle items.**
        - **Board to meet in January to get everything ready for the conference. Virtual meeting to be set up for this meeting.**
    - Did CTJPCA have a meeting during JPCA? If so, who took notes?
        - **No meeting**
    - Was an announcement made at JPCA briefly talking about CTJPCA?
        - **Nothing**
        - **Williams would like to create flyers or postcards to hand out to attendees within our 28 counties that attend JPCA.**
            - **Need to design the postcard and send via email to board to get approval.**
            - **JPCA in Rockwall (June 21-25) – breakfast tacos at JPCA for CTJPCA potential members. Reeves said he would stand up and speak about the benefits of CTJPCA**
6. New Business:
    - Jen contacted Dana Mitchell with the company for our website to see how we could update the officers and board of directors. She also asked about the process of the newsletters. Dana updated the officers and board of directors online but could not tell Jen anything about the newsletters, can we discuss the process for this?
        - **Newsletters – no one here can recall ever having newsletters**
    - After the Milam County quarterly meeting in November, how do you all feel about doing virtual quarterly meetings and just having the annual conference in person?
        i. **Will Milam County get a lunch sponsor – BBQ lunch will be paid for by CTJPCA**
        ii. **Board believes we should keep it like it is – if it is not broke don't fix it. For the offices farther out – make a virtual option.**
    - **Judge Milburn talked to Judge Redden about getting a new filing fee on receiverships. We may need to call State Reps – we have received a lot of these and should be getting some sort of filing fee. Judge Williams stated she would bring it to board.**
7. Motion to pay bills
    - **Monthly bill – website maintenance – monthly withdrawal**
8. Next Meeting:
    - **November 18, 2026, at 9:30 am. Location at Milam County, place TBD.**
9. Motion to Adjourn
    - **1st Elliott 2nd Brown 10:03 AM**