



**SPECIAL MEETING
OF THE VETERANS COMMITTEE**

Tuesday, September 20, 2022

5:00 PM

Little Elm Town Hall

100 W Eldorado Parkway, Little Elm, TX 75068

1. **Roll Call/Call to Order Veterans Committee Meeting at 5:00 p.m.**
 - A. Invocation.
 - B. Pledge to Flags.
2. **Public Comments**

Persons may address the Veterans Committee on any issue. This is the appropriate time for citizens to address the Committee on any concern whether on this agenda or not. In accordance with the State of Texas Open Meeting Act, the council may not comment or deliberate such statements during this period, except as authorized by Section 551.072, Texas Government Code.
3. **Presentation of Monthly Updates.**

Updates on research, programming, and events put on by the Veterans Committee.
4. **Workshop.**
 - A. Provide an Update and Discuss **Insights from Other Area Veterans Groups.**

- B. Provide an Update and Discuss **Marketing of the Veterans Committee.**
 - C. Provide an Update and Discuss the **Military Banner Program.**
 - D. Discuss **Participation in the Little Elm ISD Homecoming Parade.**
 - E. Provide an Update and Discuss the **Veterans Day Event.**
5. **Regular Items.**
- A. Consider Action to Approve the **Minutes from the August 23, 2022 Regular Veterans Committee Meeting.**
 - B. Discuss and Consider Action on a **Nomination for Congressman Burgess's 2022 Congressional Veteran Commendation.**
6. **Items to be Discussed on a Future Agenda.**
- Military Ball
 - Psychologist Nanette Rousseau Resource
7. **Adjourn.**

Pursuant to the Texas Open Meeting Act, (Chapter 551, Texas Government Code), one or more of the above items will be taken or conducted in open session following the conclusion of the executive closed session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aide of service such as interpreters for the hearing impaired, reader or large print are requested to contact the secretary at 214-975-0452 two days prior to the meeting so appropriate arrangements can be made.
BRAILLE IS NOT PROVIDED.

Respectfully,

Town Secretary

This is to certify that the above notice was posted on the Town's website this 16th day of September 2022 before 5:00 p.m.



Date: 09/20/2022

Agenda Item #: 3.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Presentation of Monthly Updates.

Updates on research, programming, and events put on by the Veterans Committee.

DESCRIPTION:

The Committee will provide an update on gathering contact information for veterans that live in the community.



Date: 09/20/2022

Agenda Item #: 4. A.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Provide an Update and Discuss **Insights from Other Area Veterans Groups.**

DESCRIPTION:

Committee member Bill Roebken will provide an update on insights he learned from his contacts with veterans groups in The Colony and Frisco.



Date: 09/20/2022

Agenda Item #: 4. B.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Provide an Update and Discuss **Marketing of the Veterans Committee.**

DESCRIPTION:

Staff will provide an update on marketing through social media and stickers for businesses that are veteran owned/military friendly. Staff would also like to discuss the idea of an email newsletter for veterans.



Date: 09/20/2022

Agenda Item #: 4. C.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Provide an Update and Discuss the **Military Banner Program.**

DESCRIPTION:

Staff will provide a recap on the active duty military banner program the Town has on Witt Rd. Staff seeks direction on if the Committee would like to delivery banners once they are taken down.



Date: 09/20/2022

Agenda Item #: 4. D.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Discuss **Participation in the Little Elm ISD Homecoming Parade.**

DESCRIPTION:

At the August 23, 2022 meeting, the committee expressed interest in participating in the LEISD Homecoming Parade. The LEISD Homecoming Parade is scheduled for Wednesday, October 19. This will be a time to discuss details of the Committee participating in the parade.



Date: 09/20/2022

Agenda Item #: 4. E.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Provide an Update and Discuss the **Veterans Day Event**.

DESCRIPTION:

Staff will provide an update on the progress the Town has made with the Veterans Day Event. Committee members may discuss their findings and provide direction for continued planning efforts. Staff requests a subcommittee be created for this event who can help decide details during the planning phase.



Date: 09/20/2022

Agenda Item #: 5. A.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Consider Action to Approve the **Minutes from the August 23, 2022 Regular Veterans Committee Meeting.**

DESCRIPTION:

The minutes from the August 23, 2022, regular Veterans Committee meeting are attached for approval.

Attachments

Minutes - August 23, 2022

DRAFT

Minutes
Town of Little Elm
100 W Eldorado Parkway
Little Elm, Texas 75068
214-975-0404
<http://www.littleelm.org>

REGULAR VETERANS COMMITTEE MEETING TUESDAY AUGUST 23, 2022 - 5:00 p.m.

Present: Michael Watts, Chair; Bill Roebken, Committee Member; Jeanie Beal, Committee Member; Jason Salsbury, Vice Chair

Absent: Joselyn Passerelle, Committee Member; Wanda Muldoon, Committee Member; Robert Passerelle, Committee Member

Staff Present: Kate Graham, Staff Liaison

Attendees: Jamell Johnson, Council Liaison
Curtis Cornelious, Mayor

1. Roll Call/Call to Order Regular Veterans Committee Meeting at 5 p.m.

Committee Member Michael Watts called the meeting to order at 5 p.m.

A. Invocation.

Curtis J. Cornelious, Mayor, gave the invocation.

B. Pledge to Flags.

2. Public Comments

Persons may address the Veterans Committee on any issue. This is the appropriate time for citizens to address the Committee on any concern whether on this agenda or not. In accordance with the State of Texas Open Meeting Act, the committee may not comment or deliberate such statements during this period, except as authorized by Section 551.072, Texas Government Code.

None.

3. Regular Items.

A. Review of Parliamentary Procedure and Robert's Rules of Order.

Staff gave a brief overview of parliamentary procedures and Robert's Rules of Order and discussed how meetings should be run.

B. Review of By-Laws and Selection of Officers.

Motion by Committee Member Bill Roebken, seconded by Committee Member Jeanie Beal ***to select Michael Watts as Chair for the Veterans Committee.***

Vote: 4 - 0 - Unanimously

Motion by Chair Michael Watts, seconded by Committee Member Jeanie Beal ***to select Jason Salisbury as Vice-Chair for the Veterans Committee.***

Vote: 4 - 0 - Unanimously

C. Discuss and Set Future Meeting Schedule.

Motion by Committee Member Bill Roebken, seconded by Committee Member Jeanie Beal ***to have regular Veterans Committee Meetings on the 4th Tuesday of every 3 months.***

Vote: 4 - 0 - Unanimously

The Committee decided that for the first several months, they would like to have special meetings monthly.

4. Workshop

A. Discuss Veterans Day Event.

The Committee discussed several ideas for events on or around Veterans Day. Some of these ideas include wreath laying at the Town Hall monument, a 5k, placing flags along the honor park to represent each veteran that lives in Town. After discussion, the Committee would like to pursue a march across Veterans Memorial Bridge on November 12, 2022 with a flag retirement ceremony and food trucks.

B. Discuss Volunteering Opportunity for Rock the Doc.

Council Liaison Jamell Johnson discussed the Committee setting up a booth at the Rock the Doc event to spread the word about the Veterans Committee. Members Jason Salisbury and Jeanie Beal agreed to volunteer at the booth.

C. Discuss Additional Events and Programs for the Veterans Committee.

The Committee discussed various ideas on programs to provide throughout the year for veterans in the community. Some ideas include placing flags in the Honor Park to represent the number of veterans who live in Little Elm, having a social media presence, having a veteran spotlight through marketing, and participating in the LEISD Homecoming Parade and Little Elm Christmas Parade. The Committee also plans to reach out to veterans groups in Frisco and The Colony to gain further insight into programs other communities provide.

5. **Adjourn.**

Michael Watts, Chair, adjourned the meeting at 6:45 p.m.

Respectfully,

Kate Graham
Deputy Town Secretary

Passed and Approved this _____ day of _____ 2022.



Date: 09/20/2022

Agenda Item #: 5. B.

Staff Contact: Kate Graham, Assistant to the Town Manager

AGENDA ITEM:

Discuss and Consider Action on a **Nomination for Congressman Burgess's 2022 Congressional Veteran Commendation.**

DESCRIPTION:

Every year, U.S. Congressman Burgess's office recognizes veterans in the 26th District. The committee has submitted names for consideration and will vote on a nominee to be submitted to Congressman Burgess's office for the 2022 Commendation.
