

# Board of Directors Meeting Notice & Agenda

Surplus Lines Stamping Office of Texas (SLTX)  
1601 E Pflugerville Pkwy, Suite 3301  
Pflugerville, TX 78660  
(512) 531-1880

The Chair of the Board of Directors of the Surplus Lines Stamping Office of Texas (SLTX) has called for a meeting of the Board of Directors.

The meeting will be held in-person, on March 28, 2025, beginning at 9:00 a.m. and lasting until adjournment. The meeting shall be held at the Surplus Lines Stamping Office of Texas, 1601 E. Pflugerville Parkway, Suite 3301, Pflugerville, Texas 78660.

Board members were notified of this Board meeting on March 12, 2025. The Deputy Commissioner of the Financial Regulation Division of the Texas Department of Insurance, or the Deputy Commissioner's delegate, were notified of this meeting on March 17, 2025, in accordance with Section 2(c)(2) of the SLTX Plan of Operation. Notice of this meeting was published in the Texas Register on March 20, 2025, in accordance with the Chapter 551 of the Tex. Gov't. Code.

The meeting shall be available to the public by telephone at the following call-in number:

## **Join on your computer, mobile app via Teams**

**Meeting ID:** 294 894 111 925

**Passcode:** eC27EM7A

## **Or call in (audio only)**

[+1 832-856-3578](tel:+18328563578)

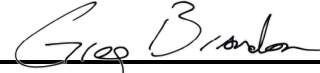
**Phone Conference ID:** 765 971 188#

The following subjects will be discussed or considered and may be subject of formal action by the Board.

<b>March 28, 2025 Board of Directors Meeting Agenda</b>		
Item 1.	Call to Order and Establishment of Quorum	Lezlee Liljenberg, Designated Board Chair
Item 2.	Discussion and Appropriate Approval of December 13, 2024, Meeting Minutes	Lezlee Liljenberg, Designated Board Chair
Item 3.	F&A Committee Report	Jason Cables, Committee Chair
	(a) Discussion and Appropriate Action: - Annual Financial Audit Review	Donna Aug, Director of Finance; Marie Musalem, Calhoun, Thomson + Matza
	(b) Discussion and Appropriate Action: - 2025 Finance YTD Update - Reserve Balance Update - Investment and Cash Management Policy Annual Review	Donna Aug, Director of Finance; Alex Bahun, Frost Bank
	(c) Discussion and Appropriate Action: - Annual Stamping Fee Analysis	Cheyenne Herrera, Director of Operations; Christian Robinson, Senior Data Analyst
Item 4.	Discussion and Appropriate Action: - Annual review of Plan of Operation and Proposed Amendments	Jeff Klein, Committee Chair
Item 5.	Operations Director Report and Appropriate Action: - Operations Update - SMART Update	Cheyenne Herrera, Director of Operations

Item 6.	ITS Director Report and Appropriate Action: - ITS Update	Sholonda Stone, Director of ITS;
Item 7.	Executive Director Report and Appropriate Action: - Review and Approval of Annual Report - Company Update	Greg Brandon, Executive Director
Item 8.	Election of 2025 Officers	Board Chair
Item 9.	Committee Appointments	Board Chair
	(a) Appointment of Finance & Audit Committee Members	Board Chair
	(b) Appointment of Board Training Committee Members	Board Chair
	(c) Appointment of Plan of Operation Committee Members	Board Chair
Item 10.	Adjournment	Board Chair

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Greg Brandon, Executive Director  
By delegation from Chair of the Board