

# Florida Association of City Clerks

December 9, 2022

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## From FACC President

*Do what you can  
with all you have,  
wherever you are.*

*Theodore Roosevelt*



Sincerely,  
Cheryl A. Mooney, MPA, MMC  
2022-2023 FACC President  
City Clerk, City of Temple Terrace

## Member Highlight



*We will be highlighting a different member each week to share "what it means to be a member of FACC" for that person.*

**Today, enjoy reading about City Clerk Dawn Marie Molinero from the City of Milton.**

Being a member of FACC has been a saving grace. There are a lot of intricacies to being a City Clerk and the FACC has been invaluable! They offer webinar training, a forum where you can ask questions and get assistance and they assigned me a mentor, City Clerk Melissa A. Coyne, CMC, from the City of Lake Worth Beach, who has been my rock during some confusing learning moments. All this support has been a blessing and made my job much easier. [Read More](#)

## Member News

### CMC Certification



The following FACC member has earned their CMC certification:

Betty Castillo, CMC, Assistant City Clerk, City of Cape Coral

Congratulations, Betty!

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### Retirement



City Clerk Debra "Debbie" R. Buff, MMC, City of Belle Glade, is retiring December 31.

Debbie joined FACC on May 30, 1995. She earned her CMC on September 25, 2001 and her MMC on February 15, 2012.

She served as FACC President 2020-2021, as well as serving as District Director, Committee Chairs and as various Committee Members in previous years.

On December 19 at 6:30 p.m. ET, FACC Southeast District Director Reneé Basel, CMC, Town Clerk, Town of Gulf Stream, will present Debbie with her retirement resolution at the Belle Glade City Commission Meeting (110 Dr. Martin Luther King Jr. Blvd W, Belle Glade, FL 33430).

Congratulations on your retirement, Debbie!

## FACC Scholarships



**VERY IMPORTANT: If you have already submitted an application, please forward a copy to the FACC Administrative Office [facc@flcities.com](mailto:facc@flcities.com).**

The Awards & Scholarships Committee is now accepting scholarship applications offered through the FACC. Please take advantage of this great opportunity to obtain assistance with the cost to attend an event. FACC offers four annual scholarships for members to use towards education and training.

**Application Deadline: January 30, 2023**

**Submit your application by January 30, 2023, to the FACC Administrative Office [facc@flcities.com](mailto:facc@flcities.com).**

Questions? Please contact Awards/Scholarships Committee Chair Janice L. Peters, MMC, City Clerk, City of Callaway, at [jpeters@cityofcallaway.com](mailto:jpeters@cityofcallaway.com).

**[Click here](#)** to view the criteria and application forms located on the FACC website for the following scholarships:

- FACC Dale Barstow Annual Scholarship
- FACC Fall Academy Kay O'Halloran Memorial Scholarship
- FACC Summer Conference and Academy Scholarship
- FACC's IIMC Annual Conference Scholarship

## Legislative Committee Update



***FACC Legislative Committee Chair  
Deputy Town Clerk Savannah Cobb, CMC  
Town of Longboat Key***

The 2023 Legislative Session is fast approaching.

To view the Florida League of Cities (FLC) Legislative Action Agenda, [click here](#).

To view a list of upcoming legislative save the dates, [click here](#).

## FACC eLearning - Recorded Webinars



**FACC has 50 different eLearning courses (recorded webinars) available for purchase!**

Each course has been approved by IIMC. Earn 1 CMC/MMC education point for each two-hour course.

Once you purchase a course, the course link is emailed to you, then you have 10 days to complete the course. A completed Ideas to Action (ITA) form is required to receive education credit. It must be completed and submitted directly to Education Coordinator [Amy Brewer](#) at the Florida Institute of Government, within 10 days of receiving the course.

[Click here](#) to view the list of courses and for ordering information.

## FACC Discussion Forum



The FACC Discussion Forum is where you can ask another municipal clerk any question, find an answer to a concern, share information, policies, and best practices, or just read the board from experienced clerks who have faced similar challenges.

These are just a sampling of the questions asked (and answered) on the Discussion Forum. To sign up to participate in the Forum, contact [FACC Staff](#). If you are already a member, [click here](#) to go to the Forum to share information about these questions and read other's answers.

Here are some of the recent topics:

### **Election Qualifying Fees**

Can anyone share their percentages charged for qualifying fee's for candidates and your calculation method? Thank you in advance for sharing your information.

### **Social Media Policy**

Does anyone have a Social Media Policy that they can share for their Commissioners, so that they are aware that they should not post town business on other website pages?

### **Record Disposition - Digital**

When filling out the form of all of the records you are disposing of for the year, when you record the digital records, what do you place in the column for cubic feet? Do you record the kilobytes? Do you leave it blank?

## Job Openings



[Click here](#) to browse current job openings on the FACC website.

## Upcoming Events

To view a list of all upcoming FACC Board of Directors Meetings, [click here](#).

### **FACC Board of Directors Meeting, Via Zoom**

December 15, 2022

10:30 a.m. ET

[Download Agenda Packet](#)

### **Resolution Presentation, Belle Glade**

December 19, 2022

6:30 p.m. ET

Location: Belle Glade City Commission Meeting

110 Dr. Martin Luther King Jr. Blvd W

Belle Glade, FL 33430

FACC Southeast District Director Reneé Basel, CMC, Town Clerk, Town of Gulf Stream, will present FACC Past President/City Clerk Debra R. Buff, MMC, City of Belle Glade, with her retirement resolution.

### **IIMC 2023 Region III Conference, Isle of Palms, South Carolina**

February 14-17, 2023

Wild Dunes Resort

[Register Now](#)

### **IIMC 2023 Annual Conference, Minneapolis, Minnesota**

May 14-17, 2023

Hyatt Regency Minneapolis

[Learn More](#)

### **FACC 2023 Summer Conference and Academy, St. Petersburg**

June 17-21, 2023

#FACCsummer2023

The Vinoy® Renaissance

Member Registration Rate: \$400

Hotel Room Rate Per Night: \$189

Registration opens in April 2023.

## **FACC 2023 Fall Academy, Daytona Beach Shores**

October 22-26, 2023

#FACCFall2023

The Shores Hotel

First/Second/Third Year Member Rate: \$400

Advanced (MMC) Member Rate: \$375

Hotel Room Rate Per Night: \$132

Registration opens in August 2023.

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[facc@fllcities.com](mailto:facc@fllcities.com)

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