

# Florida Association of City Clerks

January 3, 2020

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## 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 **Susan K. Slattery, MMC, City Clerk, City of Plantation.**

My career with the City of Plantation began in June of 1994. I started as a backup to the occupational license clerk in the city clerk's office. During my time in this position, I learned all aspects of the office and, in 1995, I was promoted to secretary to the city clerk. I owe a debt of gratitude to the former clerk, Barbara Showalter, who was a great mentor and encouraged me to learn all that I could. In 1999, my position was changed to assistant city clerk under former City Clerk Sharlene Miers and in 2002, when Mrs. Miers retired, I was appointed as the city clerk and have been in the position ever since. I recently celebrated 25 years as a City of Plantation employee. [Read More](#)

## FACC Awards



## Calling all FACC members to nominate a municipal clerk!

The Awards & Scholarship Committee would like to encourage FACC members to nominate a municipal clerk that has demonstrated outstanding qualities in the clerk profession. The FACC offers annual award opportunities to recognize the commendable efforts made by colleagues to improve and advance the clerk profession. **Please take the time to submit an application to honor a municipal clerk's dedication to this important role in municipal government.**

### Clerk of the Year Award

This award recognizes and honors an FACC member whose accomplishments have made a significant contribution in raising the professional status, image or education of the municipal clerk profession. [Download Nomination Form](#)

### Robert N. Clark Award

This award recognizes a Florida clerk for having promoted and advanced the ideas and goals of the profession by actively participating in the improvement of municipal government. [Download Nomination Form](#)

**Submit your nomination forms by March 31, 2020 to Awards and Scholarships Chair Cheryl Mooney, MMC, [cmooney@templeterrace.com](mailto:cmooney@templeterrace.com) (do not send forms to the FACC office).**

## Call for Nominations



### 2020-2021 FACC Board Vacancies: Officers and Directors now being accepted!

As an FACC member, you have the opportunity to make an impact on your association to shape policies, programs and develop strategic plans to help your colleagues. FACC can benefit from your ideas and perspective. This is an excellent way to convey to 600 plus members that you value the efforts of this organization and to have a voice in its growth and future. If you would like your decisions, direction and vision about FACC's future to directly impact the membership, then it's time to take the initial step forward and put your leadership and knowledge to task by serving on the Florida Association of City Clerks Board of Directors.

Nominations are being accepted for the following positions: Vice-President, Northwest District Director, Northeast District Director, Central West District Director, Central East District Director, South District Director, Southwest District Director and Southeast District Director.

**Applications must be received no later than February 28, 2020, at 5:00 p.m.**

- [Nomination Information](#)
- [Nomination Procedures](#)
- [Candidate Nomination Form](#)

## Member News



### New MMC Certifications

- Kim M. Barnes, MMC - City Clerk - City of Fort Walton Beach
- Angelia Guy, MMC - City Clerk - City of Dade City

Congratulations!

## FACC Scholarships

*Apply for a FACC Scholarship today!*



**ACT NOW!** The Awards & Scholarship 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 IIMC approved Institute or Academy. The FACC offers three (3) annual scholarships for members to use towards education and training as a Municipal Clerk.

**Application Deadline: January 31, 2020**

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

- **2020 Kay O'Halloran Memorial Scholarship (Fall Academy)**
- **FACC's IIMC Annual Conference Scholarship**
- **2020 FACC Summer Conference & Academy**
- **2020 IIMC Annual Conference - offered through the IIMC not the FACC**

## 2020 IIMC Region III Conference



## Have you registered?

**2020 IIMC Region III Conference**  
**January 22-24, 2020**  
**Orlando, Florida**

### [Download Announcement](#)

Ready to register? [Click here](#) to login and pay by credit card. You will need a username and password to register online. *If you have never registered for an FACC event online, please contact Rachel Embleton at (850) 222-9684 or [rembleton@flcities.com](mailto:rembleton@flcities.com) for your credentials.*

### **The Athenian Dialogue and Clerks' Night Out events are sold out.**

To be added to the wait list, email [Rachel Embleton](mailto:rembleton@flcities.com).

DoubleTree by Hilton Hotel Orlando Downtown  
60 South Ivanhoe Boulevard, Orlando, FL 32804

*Please contact the [FACC staff](#) with any questions.*

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## Donations Needed



The FACC 2020 IIMC Region III Conference Host Committee is asking for your help. **We need donations of "City Treasures" and/or any other items for the conference welcome bags you wish to donate.** Let's stuff those bags!

Suggested items include: snacks; candy; city-related PR items; pens; hand lotion; hand sanitizer; small tissue packs; items of interest from your area; etc. We need to fill 200 bags.

**The treasures are needed by Friday, January 17th, as the welcome bags will be stuffed on Monday, January 20th.** Items can be mailed to Shwanda T. Barnette, JD, Specialist, FLC University, 125 E Colonial Drive, Orlando, FL 32801.

**We also need door prizes!** If you are willing to donate a basket or prize for the giveaways on the last day of the conference, please bring your prize to the FACC registration desk at the conference.

Thank you in advance for your willingness to provide these items to ensure everyone has an enjoyable time at the 2020 IIMC Region III Conference!

If you have any questions, [contact FACC](#).

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## Vendor Workshops

**Wednesday, January 22, 2020**  
**9:00 a.m. - 12:00 p.m.**

Arrive early Wednesday morning for the Vendor Workshops!

**Participants will earn .25 CMC education or .25 MMC advanced education point for attending each workshop, or .75 for attending all three workshops.**

Clerks have real life issues that need to be dealt with in real time. Join us the morning of Wednesday, January 22, 2020, at 9:00 a.m. for a series of brief interactive workshops on practical applications for the problem solving you do to keep your city running every day. You will walk away with nuts and bolts solutions you can apply tomorrow! Please plan your travel to attend these real-world information sessions.



**9:00 a.m.** – In this hands-on session, you'll use an artificial intelligence Bot to streamline your document work processes, which will allow you to index, annotate, redact, sign or purge efficiently and error-free.



**10:00 a.m.** – Learn to simplify and automate tasks to support your public meetings, in a way that also furthers ADA compliance and citizen engagement, saving you hundreds of hours!



**11:00 a.m.** – ADA Compliance Don't Panic: This session will provide a road map to ADA compliance and lift the fear of being targeted by a lawsuit. This is must see information for every clerk.

## Job Openings



[Browse](#) current job openings.

## Upcoming Events

[Click here](#) to find out more information about our upcoming events, including:

### **Recognition Presentation, Umatilla**

January 7, 2020

6:00 p.m.

FACC Central East Director Patricia J. Burke, MPA, MMC, Town Clerk, Town of Palm Shores, will present Karen Howard, MMC, City Clerk, City of Umatilla, with her MMC recognition.

### **2020 IIMC Region III Conference, DoubleTree by Hilton Hotel Orlando Downtown, Orlando**

January 22-24, 2020

Hosted by FACC

#FACCRegionIII2020

### **Recognition Presentation, Bartow**

February 3, 2020

6:00 p.m.

FACC Central West Director Angie Guy, CMC, City Clerk, City of Dade City, will present Donna Clark, MMC, Assistant Clerk, City of Bartow, with her MMC pin and plaque.

### **2020 Summer Conference and Academy, PGA National, Palm Beach Gardens**

June 21-24, 2020

Room Rate: \$159 per night

Member Rate: \$350 approximately

### **2020 Fall Academy, Marriott Lake Mary, Orlando**

October 18-22, 2020

Room Rate: \$149 per night

Member Rate: \$400 approximately



[Find us on Facebook.](#)



**Florida Association of  
City Clerks**

[www.floridaclerks.org](http://www.floridaclerks.org)

[face@flcities.com](mailto:face@flcities.com)

(800) 342-8112

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