

# Florida Association of City Clerks

March 1, 2024

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## Message from FACC President



Sincerely,  
Angie Guy, MMC  
2023-2024 FACC President

## City Clerk, City of Dade City

### 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 Administrator/City Clerk Jerome Adams from the City of Oak Hill.**

FACC serves the public with the utmost integrity. Being a member of FACC means that I am part of a community that has public service at its heart. The wealth of knowledge available through FACC's members and programs serves to enhance my abilities and make me be a better public servant. As I grow in knowledge and experience, I hope to be of help to those newly entering the profession. [Read More](#)

### Member News

#### CMC Certifications



The following FACC member has earned their CMC certification.

Congratulations!

- Recording Specialist Jennifer Myers, CMC, City of Fort Myers

#### New FACC Members in February

Chrishayla Beckford  
Deputy City Clerk  
City of Belle Glade

Belinda Brown  
Administrative Assistant  
City of Belle Glade

Margaret Carey  
Town Clerk  
Town of Redington Shores

Samantha Charlemont

Danielle Nowak  
Administrative Coordinator  
City of Coconut Creek

Roxann Reid Goodman  
Deputy City Clerk  
City of Lake Helen

Jacquelin Schilling  
Staff Assistant to Town Clerk  
Town of Lady Lake

Stephanie Silva

Assistant City Clerk  
City of Deerfield Beach

Jennifer McCarty  
Records and Administrative Coordinator  
Town of Southwest Ranches

City Clerk  
City of Keystone Heights

Jodi Wrigley  
Deputy City Clerk  
City of Apopka

## Save the Date



### 2025 IIMC Region III Conference in Orlando

Join FACC for the 2025 International Institute of Municipal Clerks (IIMC) Region III Conference.

January 6-10, 2025

The Florida Hotel & Conference Center  
1500 Sand Lake Road  
Orlando, FL 32809

#FACCRegionIII

Room Rate: \$179.00 per night.

Attendee registration will open in the fall of 2024.

## Sign Up for FACC Committees 2024-2025



Would you like to serve on an FACC Committee?

Now is the time to sign up!

FACC committees for the 2024-2025 fiscal year will be appointed in June 2024.

**IMPORTANT: The sign up for serving on the 2025 International Institute of Municipal Clerks (IIMC) Region III Conference Host Committee ends March 31, 2024 and these committee members will be appointed after March 31, 2024. This committee is for**

**the 2025 IIMC Region III Conference that FACC is hosting in Orlando January 6-10, 2025.**

[Click here](#) to sign up and select your top three committees.

**Sign Up Deadline for 2025 IIMC Region III Conference Host Committee:  
March 31, 2024**

**Sign Up Deadline for All Other Committees:  
June 30, 2024**

For more information about the duties and responsibilities of FACC committees,  
[click here](#).

Questions? Contact [facc@flcities.com](mailto:facc@flcities.com).

**Committee Sign Up**

## FACC Awards



**Submit your nomination forms by March 31, 2024!**

The Awards & Scholarships 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 MEMORIAL 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](#)

Send your forms to FACC Awards/Scholarships Committee Chair Vivian Mendez, MMC, Town Clerk, Town of Lake Park, at [vmendez@lakeparkflorida.gov](mailto:vmendez@lakeparkflorida.gov) AND to the FACC Administrative Office [facc@flcities.com](mailto:facc@flcities.com).

Questions? Please contact Awards/Scholarships Committee Chair Vivian Mendez, MMC, at [vmendez@lakeparkflorida.gov](mailto:vmendez@lakeparkflorida.gov).

FACC Awards

## FACC Board Meeting Minutes Approved



These minutes have been approved.

[January 25, 2024](#)

## Job Openings



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

## Upcoming Events

To view a list of all upcoming events, [click here](#).

### Recognition Presentation, Mulberry

March 19, 2024

6:00 p.m. ET

Location: City of Mulberry City Hall

104 S Church Avenue

Mulberry, FL 33860

Dawn M. Wright, MMC, FCRM, PHRP, City Clerk, City of Eagle Lake, Past FACC Central West District Director, will present City Clerk Jenn Garcia, CMC, City of Mulberry, with her CMC pin and certificate.

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

March 28, 2024

10:30 a.m. ET



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