

Florida Association of City Clerks

October 16, 2020

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Message from the President



As we embark in making history with our first virtual academy beginning next week, I would like to share a quote by author Pablo (last name unknown to me) “Always Remember to take your Vitamins: Take your Vitamin A for ACTION, Vitamin B for Belief, Vitamin C for Confidence, Vitamin D for Discipline, Vitamin E for Enthusiasm!!” I'm sure these vitamins will help kick-off your virtual learning experience! Git r' dun and see ya next week!!

*Warmest Regards,
Debra R. Buff, MMC
2020-2021 FACC President
City Clerk, City of Belle Glade*

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 **Page Evans, CMC, Deputy City Clerk, City of Sopchoppy.**

I began my career with the City of Sopchoppy in October 1999. I had been a stay-at-home mom for 5 years, having previously worked for the Florida Department of HRS for 7 years in the offices of Medicaid Third Party and Central Finance. Jackie Lawhon, the city clerk at the time, contacted me, asking if I would be interested in working part-time. I was not going back to work until my youngest daughter started school, however, jobs don't come along very often in small towns, so I accepted the offer and began working 20 hours a week as an account's clerk. As my children got older, I increased my hours and eventually went full time in 2006, at which time I was promoted to administrative assistant. In 2014, I was appointed to my current position as deputy city clerk. [Read More.](#)

FACC Board Meeting: October 15, 2020

The FACC Board of Directors met via Teams on October 15, 2020.

[Agenda Packet](#)

[Executive Summary](#)



2020 FACC Virtual Fall Academy

Event Details



2020 FACC Virtual Fall Academy
October 18-28, 2020
#FACCFall2020

Via Zoom

[View Announcement](#)

Speaker Change



The *Elections Basics* session on Tuesday, October 27th has a speaker change. Unfortunately, City Clerk Pamela Smith, MMC, City of Sanibel, will not be speaking. The session will be taught by FACC President and City Clerk Debra R. Buff, MMC, City of Belle Glade; FACC South District Director and Town Clerk Sandra McCready, MMC, Town of Surfside; and Assistant Town Manager/Town Clerk Russell Muñiz, MPA, MMC, Town of Southwest Ranches.

10 Things You Need To Know Before You Attend



Accessing Your Sessions

Each session has its own individual Zoom link. **Confirmation emails with the Zoom registration links for each session were emailed to you on October 12, 2020, from rembleton@flicities.com.** If you did not receive your confirmation email, contact Rachel Embleton at rembleton@flicities.com or (850) 701-3654.

Note: When you click on a session's Zoom registration link, you need to enter your name and email address in order to receive an auto-generated confirmation from Rachel Embleton <no-reply@zoom.us>, **which will include your personal link to join that individual live Zoom session.** If you don't see an auto-generated confirmation email from Rachel Embleton <no-reply@zoom.us> after registering for each live Zoom session, check your junk or spam folder, as you will need to click on these personal link(s) that are embedded in the confirmation email(s) to participate in each individual session.

[Click Here To Read More](#)

FACC 2020 Virtual Fall Academy Third-Year Recognition Ceremony



**Wednesday, October 28, 2020
4:30 p.m. ET
Via Zoom**

The third-year class requests the honor of your presence at their Recognition Ceremony, which will be held immediately following the last FACC 2020 Virtual Fall Academy session (Joint Session: Public Servant's Survival Guide) on Wednesday, October 28, 2020 at 4:30 p.m. ET via Zoom. **NOTE: If you have registered for the Fall Academy, you do not need to click the below "register now" link; you are already registered.**

These municipal clerks have worked very hard over the past three years and have either recently earned their CMC designation or will be receiving it in the very near future. Please come help us celebrate and congratulate their professional achievements and allow them to share the results of their third-year class project as well!

We hope to see you there!

[Register Now](#)

Donations Needed for Virtual Silent Auction



The FACC Silent Auction and 50/50 Committee is seeking donations for the Virtual Silent Auction held during the 2020 FACC Virtual Fall Academy. Support the FACC and its members by donating items. Your support is greatly appreciated!

**Deadline for Donations:
October 23, 2020**

Suggested donations:

- Gift certificates for dining, travel or hotel accommodations
- Gift cards
- Video Streaming Membership
- Food Delivery Vouchers (Grub Hub, Door Dash, Uber Eats)
- Any item you choose!

[Download Flyer](#)

Questions? Contact:

faccfundraising@gmail.com

Elizabeth Garcia-Beckford, MMC

FACC Silent Auction and 50/50 Committee Chair

701 SW 71 AVE, North Lauderdale, FL 33068

Phone: (954) 597-4705

First-Year/First-Time Orientation and Education Basics Session



**First-Year/First-Time Fall Academy Attendees:
Don't miss this session!**

Friday, October 16, 2020

3:00 p.m. - 5:00 p.m. ET

Via Zoom

This is an informal session for new attendees to meet the FACC Board of Directors, including the president and president-elect, as well as the FACC executive director, FACC staff and staff from the Institute of Government. **It is highly recommended that first-year/first-time attendees attend this session.** Join us to learn how your association can assist you in your professional goals and challenges while also letting us get to know you. A brief overview of IIMC's CMC educational program offered through the FACC will be discussed.

The list of registration link(s) to join the Zoom session(s) was emailed to you on October 12, 2020, from rembleton@flcities.com. If you did not receive your confirmation email, contact Rachel Embleton rembleton@flcities.com (850) 701-3654.

Remember to click on the registration link and add your name and email address to receive the auto-generated confirmation email from **Rachel Embleton** <[no-reply@zoom.us](mailto:reply@zoom.us)>, which will contain your personal link(s) to join the live Zoom session(s).

Panelists: Board Members, IOG Staff and FACC Staff

Member News

Recognition and Promotion



Deputy City Clerk Elizabeth Garcia-Beckford, MMC, City of North Lauderdale, has just been recognized by the IIMC Education Department for fulfilling the requirements to become an Athenian Fellow and has been accepted into the prestigious Athenian Leadership Society. She received her fellowship certificate and her pin on October 14th.

On November 1st, Elizabeth Garcia-Beckford, MMC, is being promoted to city clerk for the City of North Lauderdale.

Congratulations on these accomplishments, Elizabeth!

Recognition

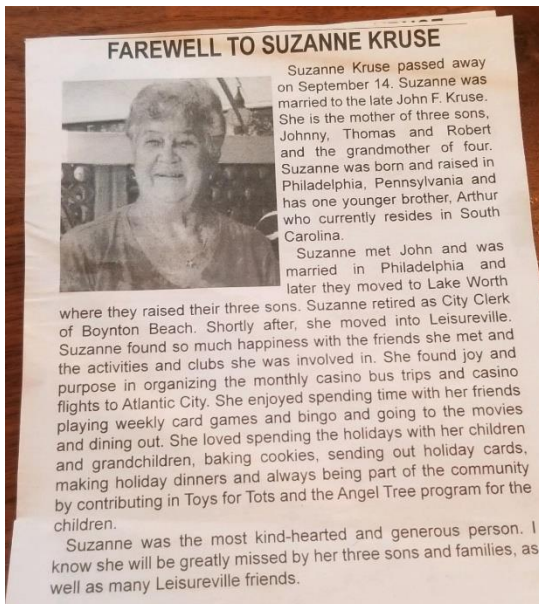


FACC Southeast Director and Town Clerk Lanelda D. Gaskins, MPA, MMC, FCRM, Town of Highland Beach, presented Deputy Clerk Mary Ann Grieser, CMC, Village of Tequesta, with her CMC pin and plaque on October 8th. [Click here](#) to view the presentation.

Pictured left to right: FACC Southeast Director and Town Clerk Lanelda D. Gaskins, MPA, MMC, FCRM, Town of Highland Beach; Deputy Clerk Mary Ann Grieser, CMC, Village of Tequesta and City Clerk Quintella L. Moorner, CMC, City of Greenacres. Village Clerk Lori McWilliams, MMC, Village of Tequesta, was also in attendance and took the picture and video.

Congratulations, Mary Ann!

In Memory



Retired City Clerk Suzanne Kruse, City of Boynton Beach, passed away on September 14, 2020. Suzanne was loved by many in the profession and will be missed. Details about memorial services will be distributed when available.

Resolution Presentation to Mike Sittig: Recap



On Friday September 4, 2020, FACC honored and presented a resolution to Mike Sittig upon his retirement as executive director of the Florida League of Cities. We are grateful for Mike's continued support of FACC and Florida's municipalities.

To view the resolution [click here](#).

FACC Scholarships



Apply for an FACC scholarship today!

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 as a municipal clerk. We have a new scholarship, the FACC Dale Barstow Annual Scholarship, which is for an FACC/IIMC webinar or FACC Athenian Dialogue.

Application Deadline: January 31, 2021 at 5:00 p.m.

Submit your application by January 31, 2021 at 5:00 p.m. directly to the Awards and Scholarship Chair: City Clerk Mario Bataille, CMC, City of Miami Gardens mbataille@miamigardens-fl.gov (do not send applications to the FACC Office).

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

- **NEW SCHOLARSHIP! 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**

Florida City Government Week

Florida City Government Week will be celebrated **October 19-25, 2020**. Florida City Government Week is a time to celebrate the work of city government and to provide and foster civic education, collaboration, volunteerism and more amongst your residents. All cities are encouraged to participate, and the Florida League of Cities has provided ways to help you celebrate what makes your city great. **The deadline to submit entries is November 20, 2020**. Visit the League's website [here](#) for more information.



4th Annual IIMC Foundation Santa Claws Raffle



The IIMC Foundation is hosting its **4th Annual IIMC Foundation Santa Claws Raffle!** The fundraiser serves to help further clerks' education opportunities through scholarships and IIMC education programs.

Purchase a raffle for \$10 each or 3 for \$25, so take a chance... or two or three!

One winner will receive **10 pounds of Alaska King Crab legs** shipped directly to their door, on the date they choose.

[Enter the Raffle Here!](#)

IIMC - Athenian Dialogues



Hosting organizations and Athenian Facilitators are working together to offer these in-demand leadership programs in an online format using video conferencing software such as Zoom Meeting, GoToMeeting or WebEx. Dialogues are 6 educational hours in length but may be broken up into two 3-hour parts or three 2-hour parts to accommodate the online format.

If you are interested in participating in one of these online Athenian Dialogues, please check the Upcoming Dialogues [PAGE](#) for further details and access to registration forms. Scheduled Athenian Dialogues include: Mandela's Way - Lessons on Life by Richard Stengel; Girl Wash Your Face by Rachel Hollis; Opening the Doors by BJ Hollars and Dare to Lead by Brene Brown.

Organizations interested in hosting a Virtual Dialogue should reach out to the Education Department at ashley@iimc.com to discuss online requirements, software options and the pre-approval process.

[Register Now!](#)

Coronavirus Resources



Resources

FACC has created a web page dedicated to resources for you regarding the Coronavirus (COVID-19). [View Resources.](#)

Job Openings



[Browse](#) current job openings.

Upcoming Events

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

2020 Fall Academy, Zoom

October 18-28, 2020

Zoom

#FACCFall2020

Retirement Resolution Presentation, North Lauderdale

October 27, 2020, 6:00 p.m. ET

City of North Lauderdale, City Commission Meeting, Commission Chambers

701 W 71 Avenue, North Lauderdale, FL 33068

FACC South District Director Sandra McCreedy, MMC, Town Clerk, Town of Surfside, will present Patricia Vancheri, MMC, City Clerk, City of North Lauderdale, with her retirement resolution.

Retirement Resolution Presentation, Edgewater

November 4, 2020, 6:00 p.m. ET

City of Edgewater

104 N. Riverside Drive, Edgewater, FL 32132

FACC Central East District Director and Town Clerk Patricia J. Burke, MPA, MMC, Town of Palm Shores, will present City Clerk Robin L. Matusick, CMC, City of Edgewater, with her retirement resolution.

Recognition Presentation, Lake Park

November 18, 2020, 6:30 p.m. ET

Lake Park Town Commission, Commission Chamber at Town Hall

535 Park Avenue, Lake Park, FL 33403

FACC Southeast Director and Town Clerk Lanelda D. Gaskins, MPA, MMC, FCRM, Town of Highland Beach, will present Deputy Town Clerk Shaquita Edwards, MPA, MMC, Town of Lake Park, with her MMC pin and plaque.

75th Annual IIMC Conference, Grand Rapids, MI

Embrace the Rapids: Maneuvering in a Changing World

May 9-13, 2021

2021 Summer Conference and Academy, PGA National, Palm Beach Gardens

June 26-30, 2021

#FACCSummer2021

Room Rate: \$169 per night

Member Rate: \$350 approximately

2021 Fall Academy, The Shores Hotel, Daytona Beach Shores

October 17-21, 2021

#FACCFall2021

Room Rate: \$129 per night

Member Rate: \$400 approximately



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**Florida Association of
City Clerks**

www.floridaclerks.org

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(800) 342-8112