



**Florida Association of City Clerks**

Orlando – Thursday, April 28, 2023 – 11:00 a.m. ET

**1. Call to Order**

**2. Roll Call – Those present were:**

Cheryl Mooney, MPA, MMC, President, City Clerk, Temple Terrace  
Angie Guy, MMC, President-Elect, City Clerk, Dade City  
Patricia Burke, MPA, MMC, Vice President, Town Clerk, Palm Shores  
Stacey Johnston, MMC, Immediate Past President, City Clerk, Holmes Beach  
Leslie Guyer, CMC, Northwest Director, City Clerk, Gulf Breeze (via conf. call)  
Gwen Peirce, MPA, CMC, Central East Director (Once appointed) and Mentoring,  
City Clerk, Satellite Beach  
Dawn Wright, MMC, FCRM, PHRP, Central West Director, City Clerk, Eagle  
Lake  
Elizabeth Garcia-Beckford, MMC, MBA, South Director, City Clerk, North  
Lauderdale  
Reneé Basel, CMC, Southeast Director, Town Clerk, Gulf Stream  
Scotty Lynn Kelly, MMC, CGSP, Southwest Director, City Clerk, Sanibel  
Sherry Henderson, CMC, Auction/50-50, Town Clerk, Hillsboro Beach  
Renee Shrouf, CMC, By-Laws/Manual Revision, City Clerk, Oakland Park  
Donna Gardner, CMC, 2022 Fall Academy, City Clerk, Hallandale Beach  
Lori McWilliams, MPA, MMC, FL Certification Task Force, Village Clerk,  
Tequesta  
Savannah Cobb, CMC, Legislative, Deputy Town Clerk, Longboat Key  
Sandra Riffle, CMC, Membership, City Clerk, Edgewood  
Rosemarie Call, MPA, MMC, 2023 Summer Conference and Academy, City  
Clerk, Clearwater (via conf call)  
Kelly Koos, MMC, City Clerk, Lakeland (Guest)  
Audrey Sikes, MMC, City Clerk, Lake City (Guest)  
Dani Dahlberg, Beth Rawlins, Inc.  
Jeff Hendry, Institute of Government (via conf call)  
Amy Brewer, Institute of Government  
Linda Bridges, FACC Executive Director

**Special Consideration – President Mooney**

President Mooney advised the Board that Central East Director Virginia Smith took another position within her city that is not in the city clerks' office. Therefore, she is no longer eligible for membership or to serve on the Board of Directors. The By-Laws provide the President with the authority to appoint a replacement to fill

the vacancy for the remaining term, with approval by the Board. President Mooney advised she asked

Gwen Peirce, MPA, CMC, Satellite Beach, to serve as Central East Director until June 19, 2023, at which time, she should be approved by the membership to fill the position permanently, as she was the prevailing candidate during the recent election. Accordingly,

A motion was offered by Vice President Burke, seconded by Immediate Past President Stacey Johnston and unanimously passed, to approve the President's appointment of Gwen Peirce (Satellite Beach) to fill the vacancy in the position of Central East Director until June 19, 2023.

**3. Consideration of Minutes – President Mooney**

- A. President Mooney presented minutes from the Board meeting held March 23, 2023. Accordingly,

A motion was offered by Director Basel, seconded by Director Wright and unanimously passed, to approve the minutes as prepared and presented for March 23, 2023.

**4. Report of Officers:**

- A. President – Cheryl Mooney, MPA, MMC  
Written report submitted.
- B. President-Elect – Angie Guy, MMC  
Written report submitted.
- C. Vice President – Pat Burke, MPA, MMC  
Written report submitted.
- D. Immediate Past President – Stacey Johnston, MMC  
Written report submitted.

**5. Report of Directors**

- A. Northeast Director – Caroline Best, CMC  
No report submitted.

- B. Northwest Director – Leslie Guyer, CMC  
Written report submitted.
- C. Central East Director – Gwen Peirce, MPA, CMC (Once appointed. Report prepared by previous chair, Virginia Smith.)  
Written report submitted.
- D. Central West Director – Dawn Wright, MMC, FCRM, PHRP  
Written report submitted.
- E. South Director – Elizabeth Garcia-Beckford, MMC, MBA  
Written report submitted.
- F. Southeast Director – Reneé Basel, CMC  
Written report submitted.
- G. Southwest Director – Scotty Lynn Kelly, MMC, CGSP  
Written report submitted.

**6. Standing Committee Reports**

- A. Silent Auction/50-50 Committee – Sherry Henderson, CMC, Chair  
Written report submitted. Chair Henderson also advised the Board that the committee was beginning to solicit local businesses (not businesses that do work directly with local governments) for silent auction and purses with a purpose donations, as well as encouraging these donations from members as well.
- B. Awards and Scholarships Committee – Janice Peters, MMC, Chair  
Written report submitted.

Further, the Board discussed the scholarship criteria and made several changes to the scholarship information packets and criteria ranking sheets.

- C. Budget Committee – Cheryl Mooney, MPA, MMC, Chair  
Staff had prepared budgets and budget narrative and the Executive Board reviewed with no changes and recommended the adoption of the budgets as prepared and presented. Accordingly,

A motion was offered by Director Basel, seconded by Director Garcia-Beckford and unanimously passed, to accept the FY 2023-2024 Operating Budget, and budgets for the Summer Conference & Academy and Fall Academy as prepared and presented.

- D. By-Laws/Manual Revisions Committee – Renee Shroul, CMC  
Written report submitted. Chair Shroul outlined the proposed by-laws from the committee. The Board made a technical change to the recommendations by the committee. Following discussion,

A motion was offered by Director Peirce, seconded by Immediate Past President Johnston and unanimously passed, to accept the recommended changes to the FACC By-Laws as amended.

- E. Discussion Forum Committee – Jen Guillen, CMC, Chair  
Written report submitted.
- F. Fall Academy Committee – Donna G. Gardner, CMC, Chair  
No report at this time.
- G. Florida Certification Task Force – Lori McWilliams, MPA, MMC, Chair  
Written report distributed by email and at the meeting. Chair McWilliams explained the certification program designed by the Institute of Government and recommended by the Task Force. Following discussion,

A motion was offered by Vice President Burke, seconded by President-Elect Guy and unanimously passed, to approve the certification program as presented and discussed in concept, with a delay in the implantation dates and directing the Task Force to work with the FACC Executive Director on the ability to host the state certification sessions at future FACC Summer Conference and Academies and Fall Academies.

Further,

A motion was offered by President-Elect Guy and unanimously passed, to direct the Task Force to work with the FACC Executive Director to address the issues regarding expenses (audio-visual/food and beverage/meeting space/etc.) and financial concerns of FACC potential lost revenue and to work with the Institute of Government on a contract to present to the Board for approval at a later date.

- H. Investment Advisory Committee – Cheryl Mooney, MPA, MMC, Chair  
Written report submitted.
- I. Legislative Committee – Savannah Cobb, CMC, Chair  
Written report submitted.
- J. Membership Committee – Sandra Riffle, CMC, Chair

Written report submitted.

- K. Mentoring Committee – Gwen Peirce, MPA, CMC, Chair  
Written report submitted.
- L. Nominating Committee – Stacey Johnston, MMC, Chair  
Written report submitted. Additional report distributed via email and at the meeting. Following discussion,

A motion was offered by Director Wright, seconded by Director Basel and unanimously passed, to approve the 2023-2024 fiscal year slate of officers and directors as prepared and presented.

- M. Professional Education Committee – Julie Hennessy, MMC, Chair  
Written report submitted.
- N. Resolutions Committee – Sandra McCready, MMC, Chair  
Written report submitted.
- O. Summer Conference & Academy Committee – Rosemarie Call, MPA, MMC, Co-Chair and Amber LaRowe, MMC, Co-Chair  
Written report submitted.

## 7. Staff Reports

- A. FACC Executive Director’s Report – Linda Bridges  
Written report submitted.
- B. IOG Executive Director’s Report – Jeff Hendry/Amy Brewer  
Written report submitted.
- C. Consultant’s Report – Beth Rawlins/Dani Dahlberg  
Written report submitted.

## 8. Old Business:

There was no old business to come before the Board.

## 9. New Business:

- A. Public Records Request – President Mooney/Julie Hennessy

DeLand City Clerk Julie Hennessy addressed the Board with her concerns regarding public records requests. Following discussion, the Board agreed to stay abreast of the issues surrounding public records requests and if the

issue escalates, the Board will either work with the Florida League of Cities' Legislative Advocacy team on potential legislative requests or work directly with the Legislators.

**10. Other Business:**

There was no other business to come before the Board.

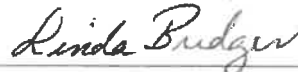
**11. Announcements**

Next Meeting: Sunday, June 18, 2023, 11:00 a.m., ET, Board Meeting/Lunch  
The Vinoy Resort and Golf Club, Autograph Collection (in conjunction with  
Summer Conference and Academy, June 17-21, 2023)

**12. Adjourn**

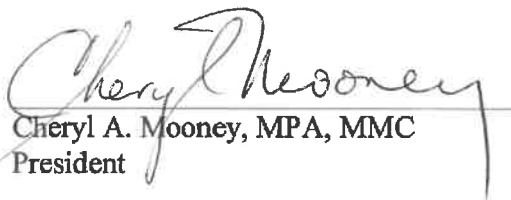
There being no further business or concerns, the meeting was adjourned.

Submitted by:



Linda J. Bridges, FACC Executive Director

Approval:



Cheryl A. Mooney, MPA, MMC  
President



Angie Guy, MMC  
President-Elect