



Florida Association of City Clerks

Via Zoom – Thursday, March 23, 2023 – 10:30 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
Virginia Smith, MMC, CP, Central East Director, City Clerk, Palm Coast
Dawn Wright, MMC, FCRM, PHRP, Central West Director, City Clerk, Eagle Lake
Elizabeth Garcia-Beckford, MMC, MBA, South Director, City Clerk, North
Lauderdale
Scotty Lynn Kelly, MMC, CGSP, Southwest Director, City Clerk, Sanibel
Sherry Henderson, CMC, Auction/50-50, Town Clerk, Hillsboro Beach
Janice Peters, MMC, Awards/Scholarships, City Clerk, Callaway
Savannah Cobb, CMC, Legislative, Deputy Town Clerk, Longboat Key
Sandra Riffle, CMC, Membership, City Clerk, Edgewood
Gwen Peirce, MPA, CMC, Mentoring, City Clerk, Satellite Beach
Rosemarie Call, MPA, MMC, 2023 Summer Conference and Academy, City Clerk,
Clearwater
Beth Rawlins, Beth Rawlins, Inc.
Dani Dahlberg, Beth Rawlins, Inc.
Amy Brewer, Institute of Government
Linda Bridges, FACC Executive Director
Rachel Embleton, FACC Association Services Coordinator
Merrily Bennett, FLC Association Services Coordinator
Annie Wood, FLC Association Services Coordinator

3. Consideration of Minutes – President Mooney

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

A motion was offered by Director Guyer, seconded by Immediate Past President Johnston and unanimously passed, to approve the minutes as prepared and presented for February 23, 2023.

4. Financials – President Mooney

- A. President Mooney presented the Audited Financial Statements for the period ending July 31, 2022. Following discussion,

A motion was offered by Director Wright, seconded by Director Smith and unanimously passed, to accept the audited financial statements for the period ending July 31, 2022, as prepared and presented.

- B. President Mooney presented the Quarterly Financial Statements for the period ending January 31, 2023. Accordingly,

A motion was offered by Director Guyer, seconded by Director Wright and unanimously passed, to accept the financial statements for the period ending January 31, 2023, as prepared and presented.

5. Old Business

- A. FACC Membership Directory – Executive Director Bridges

Written report submitted. During the last Board meeting, staff asked the Board to consider changing the distribution method of the FACC membership directory. Following the board discussion and further discussion amongst staff, staff has withdrawn the recommendation. Staff would like to, however, request the assistance of the District Directors, in late August/early September, to encourage their district members to pay their membership dues before the deadline, and submit a photo, so that they can be listed in the printed membership directory; the Board was in agreement with this. Staff will work with the District Directors at the appropriate time after membership renewal notices are issued and staff will provide a list by district of those who have not renewed their membership.

6. New Business:

- A. Ratification: Executive Board Action – Nomination Deadline – President Mooney

Written report submitted. The FACC Executive Board met on March 6, 2023 to discuss the FACC nominating process. The Executive Board agreed to have Nominating Committee Chair Johnston call three nominees that did not have a wet signature or digital signature on their nomination forms and have them resubmit the forms with appropriate signatures. Nominations were not received for district directors from districts Central West, Northeast and South. The Executive Board approved an extension until March 17, 2023, in order for nominations to be received for district directors in districts Central West, Northeast and South. The Executive Board asked staff to send out the appropriate documents to the members in three districts. Accordingly,

A motion was made by Director Wright, seconded by Director Smith and unanimously passed, to ratify the actions taken by the Executive

Board to extend the deadline for nominations to March 17, 2023 in districts Central West, Northeast and South.

B. Consideration: FACC Scholarships – Awards and Scholarships Chair Peters

Written report submitted. There were no applications received for the FACC IIMC Annual Conference Scholarship. During the meeting, Director Garcia-Beckford withdrew her scholarship application for the Summer Conference and Academy, since she won a Summer Conference and Academy Scholarship in 2021 (this scholarship shall not be awarded to any one individual more than once every three years). Chair Peters determined scholarship applicant Shantay Bingham met the criteria to accept the Summer Conference and Academy Scholarship in place of Director Garcia-Beckford. Following discussion, the Board would like to have the criteria for scholarships added to the agenda at the April Board Meeting. Accordingly,

A motion was offered by Director Garcia-Beckford, seconded by Director Guyer and unanimously passed, to approve awarding the scholarships as submitted, with Shantay Bingham winning a Summer Conference and Academy Scholarship in place of Elizabeth Garcia-Beckford.

2023 Summer Conference and Academy Scholarships

\$450 Shantay Bingham
\$450 Ashley Garcia
\$450 Kathleen Rosado
\$450 Maryanne Schrader

2023 Fall Academy Scholarships

\$500 Daniel Goldberg
\$500 Stephanie Janney
\$500 Jessenia Monge

Dale Barstow Scholarships

\$100 Heather Bradman
\$100 Daniel Goldberg
\$100 Ma-Anna Harris
\$100 Jessenia Monge
\$100 Hillary Palmer

Grand total of \$3,800 with scholarships listed above.

C. Municipal Clerks Week Tool Kit – President Mooney

Written report submitted. Executive Director Bridges advised directors to encourage their district members to recognize Clerks Week.

6. Other Business:

- A. IIMC Advanced Education Program – Director Garcia-Beckford
Director Garcia-Beckford gave a verbal update on the IIMC Advanced Education Program.

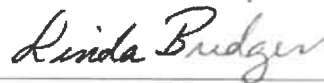
7. Announcements

Next Meeting: Budget Session/Board Meeting, April 28, 2023, Orlando
FLC Orlando Office: 125 East Colonial Drive
10:00 a.m. – FACC Executive Board
11:00 a.m. – Board of Directors
(Dutch-Treat Dinner: April 27, 2023; time/location TBD)

8. Adjourn

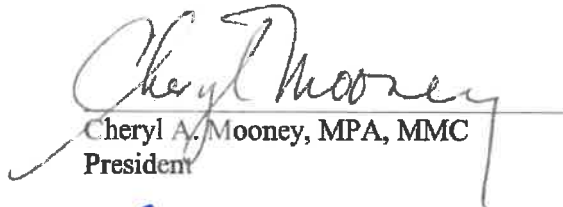
There being no further business or concerns, the meeting was adjourned.

Submitted by:



Linda J. Bridges, FACC Executive Director

Approval:



Cheryl A. Mooney, MPA, MMC
President



Angie Guy, MMC
President-Elect