



**Florida Association of City Clerks
Board of Directors Meeting | Thursday, August 21, 2025
10:30 am ET | Via Zoom**

1. Call to Order

President Garcia-Beckford called the meeting of the Florida Association of City Clerks Board of Directors to order at 10:30 a.m. ET.

2. Roll Call – Those present were:

Elizabeth Garcia-Beckford, MMC, MBA, President, City Clerk, Wilton Manors

Reneé Basel, MMC, President-Elect, Town Clerk, Gulf Stream

Dawn Wright, MMC, FCRM, PHRP, Vice President, City Clerk, Eagle Lake

Gwen Peirce, MPA, MMC, Central East Director, City Clerk, Satellite Beach

Lisa Morris, BA, MMC, CRM, Central West Director, Deputy City Clerk, Brooksville

Erin West, MMC, MPA, Northeast Director, City Clerk, Green Cove Springs

Maryanne Girard, MMC, MA, Northwest Director, City Clerk, Crestview

Sherry Henderson, CMC, South Director, Town Clerk, Hillsboro Beach

Kelly Avery, CMC, Southeast Director, Town Clerk, Ocean Ridge

Scotty Lynn Kelly, MMC, CGSP, Southwest Director, City Clerk, Sanibel

Jenny Anderson, Institute of Government

Amy Brewer, Institute of Government

Dani Dahlberg, Message Matters, Inc.

Allison Payne, Executive Director, FACC

Rachel Embleton, Affiliate Services Coordinator, FACC

Caressa Andrews-Moye, Affiliate Services Coordinator, FLC

3. Consideration of Minutes – President Garcia-Beckford

A. President Garcia-Beckford presented minutes from the Board Meeting held July 13, 2025. Accordingly,

A motion was offered by Director Morris, seconded by Director Peirce and unanimously passed, to approve the minutes as prepared and presented for July 13, 2025.

4. Old Business – President Garcia-Beckford

A. Ratification: Executive Board Action for Lynn Tipton's Retirement Gift –

Lynn Tipton, a longtime instructor and friend of FACC, recently retired. At the Board Meeting on May 29, 2025 the Board approved granting Lynn honorary membership in FACC and presenting her with a resolution, and for staff to research gifts. On June 30, 2025, the Executive Board approved staff to purchase and present

Lynn with a \$250 gift card during the 2025 Summer Conference & Academy, and the presentation was successfully made. Accordingly,

A motion was offered by Director Girard, seconded by Director Morris and unanimously passed, to ratify the action taken by the Executive Board to approve staff to purchase and present Lynn with a \$250 gift card during the 2025 Summer Conference & Academy.

B. Discussion: Adding FACC Consultants to Discussion Forum

At the July 13, 2025, Board Meeting, Ms. Dahlberg requested permission to join the FACC Discussion Forum to monitor for potential new vendor names. Ms. Brewer also expressed interest in joining the forum to monitor for new education topics or speakers. Following discussion, it was agreed that the Chair of the Discussion Forum Committee would review the FACC Policies and report back to the Board at a future meeting. As of this August 21, 2025 meeting, the Chair had not yet been appointed. However, staff reviewed the policies and the forum is not addressed in the FACC Policies. Following discussion,

A motion was offered by Director Morris, seconded by Vice President Wright and unanimously passed, to approve adding FACC Consultants to the FACC Discussion Forum.

5. **New Business – President Garcia-Beckford**

A. **Discussion: Innovation Award**

President Garcia-Beckford asked the Board to discuss offering an innovation award. Following discussion, the Board agreed to have the FACC Awards/Scholarships Committee develop innovation criteria for the Robert N. Clark Memorial Award and bring the criteria forward for approval at an upcoming Board meeting.

B. **Discussion: District Trainings**

President Garcia-Beckford asked the Board to discuss district trainings. Following discussion, the Board agreed that District Directors should offer more district trainings and utilize a standard template. President Garcia-Beckford will discuss this at a future Professional Education Committee meeting.

C. **Discussion: Networking Spot/Hospitality Suite**

President Garcia-Beckford asked the Board to consider reinstating a Networking Spot/Hospitality Suite at future events. After discussion, the Board agreed to continue including a Networking Spot/Hospitality Suite at upcoming FACC Conferences and Academies.

D. Discussion: Membership Criteria

President Garcia-Beckford discussed membership requirements with the Board. Following discussion, the Board agreed to have the FACC Membership Committee review the eligibility criteria for FACC membership.

6. Other Business

There was no other business to come before the Board.

7. Announcements

Next Board Meeting: Thursday, September 18, 2025, 10:30 a.m. ET, Zoom (if needed)

8. Adjourn

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

Submitted by:



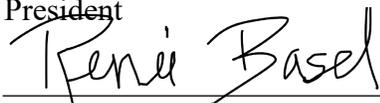
Allison Payne, FACC Executive Director

Approval:



Elizabeth Beckford

Elizabeth Garcia-Beckford, MMC, MBA
President



Renee Basel, MMC
President-Elect