



**Florida Association of City Clerks
Board of Directors Meeting | Thursday, February 20, 2025
10:30 am ET | Via Zoom**

1. Call to Order

President Burke 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:

Pat Burke, President, MPA, MMC, RLO, Town Clerk-Manager, Palm Shores
Elizabeth Garcia-Beckford, MMC, MBA, President-Elect, City Clerk, Wilton
Manors
Reneé Basel, MMC, Vice President, Town Clerk, Gulf Stream
Angie Guy, MMC, Immediate Past President, City Clerk, Dade City
Gwen Peirce, MPA, MMC, Central East Director, City Clerk, Satellite Beach
Dawn Wright, MMC, FCRM, PHRP, Central West Director, City Clerk, Eagle Lake
LeAnne Williams, MMC, FCRM, Northeast Director, Deputy City Clerk, Alachua
Leslie Guyer, CMC, Northwest Director, City Clerk, Gulf Breeze
Jen Guillen, MMC, South Director, City Clerk, Hallandale Beach
Quintella Moorer, MMC, Southeast Director, City Clerk, Greenacres
Scotty Lynn Kelly, MMC, CGSP, Southwest Director, City Clerk, Sanibel
Anna Hicks, CMC, CGSP, Auction/50-50 Drawing, Deputy City Clerk, Sanibel
Sharon Lauther, MMC, Awards/Scholarships, City Clerk, Haines City
Sherry Henderson, CMC, 2025 IIMC Region III Conference Host, 2025 Summer
Conference and Academy Host, Town Clerk, Hillsboro Beach
Judy Meyers, MMC, Legislative, City Clerk/Public Information Specialist, New Port
Richey
Tijauna Warner, BAS, MMC, Membership, Deputy City Clerk, LaBelle
Vanessa Castillo, MMC, Mentoring, City Clerk, Winter Haven
Jennifer Nanek, CMC, Resolutions, City Clerk, Lake Wales
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

Guests In Attendance:

Lanelda D. Gaskins, MPA, MMC, FCRM, Town Clerk, Town of Highland Beach

3. Consideration of Minutes – President Burke

A. President Burke presented minutes from the Board Meeting held January 7, 2025. Accordingly,

A motion was offered by Director Guyer, seconded by Director Wright and unanimously passed, to approve the minutes as prepared and presented for January 7, 2025.

4. Financials – President Burke

A. Financial Statements

The financial statements for the period ending October 31, 2024, were prepared and presented. There were no comments.

5. Old Business – President Burke

A. Ratification: Executive Board Action – Revised 2025 Webinar Dates

At a prior Board meeting, the 2025 webinar dates were approved for the following dates: February 6, April 10, August 20 and November 3. However, August 20 and November 3 are on Fridays, not Thursdays. The Executive Board approved switching the August 20 webinar to August 7, and the November 3 webinar to November 6. The revised webinar dates for 2025 are listed as follows: February 6, 2025 (3 pm – 5 pm), April 10, 2025 (2 pm – 4 pm), August 7, 2025 (2 pm – 4 pm) and November 6, 2025 (2 pm – 4 pm). Accordingly,

A motion was offered by Director Wright, seconded by Director Guyer and unanimously passed, to ratify the action taken by the Executive Board to approve the revised webinar dates for 2025, therefore switching the August 20th webinar to August 7th and the November 3rd webinar to November 6th.

B. Ratification: Executive Board Action – Public Records Exemption Resolution

On January 22, 2025, the Executive Board held a virtual meeting where they agreed to have a resolution drafted from FACC in support of a public records exemption. The FACC Resolutions Committee then prepared the resolution, which was subsequently approved by the Executive Board. Accordingly,

A motion was offered by Director Wright, seconded by Director Kelly and unanimously passed, to ratify the action taken by the Executive Board to approve having a resolution drafted from FACC in support of a public records exemption and the Board ratified the Executive Board's action to approve the resolution.

C. Update on Public Records Exemption

A verbal update was provided by President-Elect Garcia-Beckford. A bill has been filed. President-Elect Garcia-Beckford will distribute the FACC resolution to Governor Ron DeSantis, members of the Florida Senate, the Florida House of Representatives and the Florida League of Cities.

6. New Business – President Burke

A. FACC Survey Results from Make-Up Mini Fall Academy (MMFA) and 2025 IIMC Region III Conference

The survey results were provided from these two events. Following discussion, the Board agreed for the FACC Professional Education Committee (PEC) to discuss

possibly holding an IIMC CMC/MMC Certification Process session at a future Summer Conference & Academy or Fall Academy.

7. Other Business – President Burke

There was no other business to discuss.

8. Announcements

Next Board Meeting: Thursday, March 27, 2025, 10:30 a.m. ET via Zoom, if needed.

9. Adjourn

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

Submitted by:



Allison Payne, FACC Executive Director

Approval:



Pat Burke, MPA, MMC, RLO
President

Elizabeth Garcia-Beckford, MMC, MBA
President-Elect