



**Florida Association of City Clerks
Board of Directors Meeting I Thursday, May 29, 2025
10:30 am ET I 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, Deputy City Clerk, Sanibel

Sharon Lauther, MMC, Awards/Scholarships, City Clerk, Haines City

Kristen Bryant, JD, CMC, By-Laws/Manual Revisions, City Clerk, Gainesville

Tammy Stanzione, CMC, 2024 Fall Academy Host, Deputy City Clerk, Boynton
Beach

Sherry Henderson, CMC, 2025 IIMC Region III Conference Host/2025 Summer
Conference & Academy Host, Town Clerk, Hillsboro Beach

Judy Meyers, MMC, Legislative, City Clerk/Public Information Specialist, New
Port Richey

Jennifer Nanek, CMC, Resolutions, City Clerk, Lake Wales

Amy Brewer, Institute of Government

Allison Payne, Executive Director, FACC

Rachel Embleton, Affiliate Services Coordinator, FACC

Caressa Andrews-Moye, Affiliate Services Coordinator, FLC

3. Consideration of Minutes – President Burke

A. President Burke presented minutes from the Board Meeting held April 25,
2025.

Accordingly,

A motion was offered by Immediate Past President Guy, seconded by Director Kelly and unanimously passed, to approve the minutes as prepared and presented for April 25, 2025.

4. Old Business – President Burke

A. Consideration of Proposed Revisions to Auction Verbiage in Policies

At the April 25, 2025 FACC Board Meeting, the Board approved no longer offering the Purses with a Purpose auction and for staff to revise the auction verbiage in the policies and present the proposed revisions at a future Board meeting. Staff presented proposed revisions to the auction verbiage in the policies. Accordingly,

A motion was offered by Director Wright, seconded by Immediate Past President Guy and unanimously passed, to approve the proposed revisions to the auction verbiage in the policies as prepared and presented.

B. Consideration of FACC Florida League of Cities Contract

At the April 25, 2025 FACC Board Meeting, Executive Director Payne introduced the new contract and fee schedule with the Florida League of Cities (FLC). Following discussion at the April 25, 2025 Meeting, the Board agreed the contract would be added to the May 29, 2025 Board Meeting agenda in order to give the Board adequate time to review the documents. The contract was presented for August 1, 2025 – July 31, 2026 for approval. Accordingly,

A motion was offered by Director Guillen, seconded by Vice President Basel and unanimously passed, to approve the contract with FACC and FLC for August 1, 2025 – July 31, 2026 as prepared and presented.

5. New Business – President Burke

A. Consideration of FACC Florida Institute of Government Contract

The contract between FACC and the Florida Institute of Government (IOG) for July 1, 2025 – June 30, 2026 was presented for review and approval.

A motion was offered by Director Kelly, seconded by Director Williams and unanimously passed, to approve the contract with FACC and IOG for July 1, 2025 – June 30, 2026 as prepared and presented.

6. Other Business – President Burke

A. Discussion of Honoring Lynn Tipton’s Retirement

Lynn Tipton, longtime instructor and friend of FACC, recently retired.
Following discussion,

A motion was offered by Immediate Past President Guy, seconded by Director Wright and unanimously passed, to approve making Lynn Tipton an honorary member of FACC and presenting a retirement resolution to Lynn. Staff will research the other gift ideas mentioned during the meeting and present these to the Executive Board.

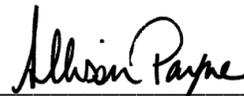
7. Announcements

Next Board Meeting: Sunday, July 13, 2025, 6:45 p.m. ET, JW Marriott Miami Turnberry Resort & Spa in Aventura (in conjunction with the FACC 2025 Summer Conference & Academy). Board Dinner at 5:45 p.m. ET.

8. 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