



**Florida Association of City Clerks
Board of Directors Meeting | Thursday, May 7, 2026
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
Pat Burke, MPA, MMC, FCPC, Immediate Past President, Town Clerk-Manager,
Palm Shores
Stephanie Herdocia, MMC, Central East Director, City Clerk, Orlando
Sharon Lauther, MMC, FCRM, Central West Director, City Clerk, Haines City
Erin West, MMC, MPA, FCPC, Northeast Director, City Clerk, Green Cove Springs
Leslie Guyer, MMC, Northwest Director, City Clerk, Gulf Breeze
Sherry Henderson, CMC, South Director, Town Clerk, Hillsboro Beach
Kelly Avery, CMC, Southeast Director, Town Clerk, Ocean Ridge
Scotty Lynn Kelly, FCPC, MMC, CGSP, Southwest Director, City Clerk, Sanibel
Lina Zapata, MPA, CMC, 2025 Fall Academy Host, Deputy City Clerk, Sunrise
Jenorgen M. Guillen, MPA, MMC, Discussion Forum, City Clerk, Hallandale Beach
Lori McWilliams, MPA, MMC, FCPC, Florida Certification Task Force, Village
Clerk, Tequesta
Mario Bataille, MMC, Legislative, City Clerk, Miami Gardens
Tijauna Warner, MPA, MMC, Membership, Deputy City Clerk, LaBelle
Vanessa Castillo, MMC, Mentoring, City Clerk, Winter Haven
Jennifer Nanek, CMC, Resolutions, City Clerk, Lake Wales
Genesis Guevara, 2026 Summer Conference & Academy Host, Deputy Town Clerk,
Surfside
Jenny Anderson, Institute of Government
Leslie Howington, 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
Meredith Montgomery, Meeting Planner, FLC

3. Consideration of Minutes – President Garcia-Beckford

- A. President Garcia-Beckford presented minutes from the Board Meeting held April 16, 2026. Accordingly,

A motion was offered by Director Guyer, seconded by Director Avery and unanimously passed, to approve the minutes as prepared and presented for April 16, 2026.

4. Old Business

- A. **Consideration: Dues Increase – Executive Director Payne**

At the last Board Meeting, the Board was in agreement for staff to evaluate Consumer Price Index (CPI)-based dues increase and present a proposal at the current Board meeting. Following discussion,

A motion was offered by Director Guyer, seconded by Director Kelly and unanimously passed, to approve a \$10 increase in FACC membership dues each fiscal year for the next five years, with a re-evaluation to occur at the end of the five-year period.

- B. **Consideration: FACC Logo – President Garcia-Beckford**

At the last Board meeting, it was recommended that the FACC logo be redesigned to include the association's full name spelled out around the logo. Staff submitted a new logo, along with additional logo designs from Director Henderson, for the Board's approval. Following discussion,

A motion was offered by Director Lauther, seconded by Director Avery and unanimously passed, to approve a new FACC logo.

5. New Business

- A. **Discussion: Budget Changes for Fiscal Year 2026-2027 – Executive Director Payne**

Executive Director Payne provided a verbal update on budget changes for Fiscal Year 2026–2027, highlighting the need to reduce expenses. Following discussion, the Board agreed to increase attendee registration fees by \$50 for both the Summer Conference & Academy and the Fall Academy for the next two fiscal years.

B. Discussion: FACC Educational Opportunities Survey – Executive Director Payne

An FACC Educational Opportunities Survey was recently conducted. The feedback provides valuable insight into member needs and will help guide the continued development and refinement of the FACC education programs. Executive Director Payne reviewed key takeaways from the survey. Following discussion, the Board agreed to end Fall Academies at noon on Thursdays. The Board agreed to offer an in-person educational session in Orlando.

C. Discussion: Board Gift for President – Executive Director Payne

Executive Director Payne led a discussion regarding a Board gift for the President. Traditionally, the Board has collected donations to fund this gift. Following discussion, the Board agreed to provide the gift directly, with a budget not to exceed \$250, to be funded from the Operating Budget miscellaneous expense line item.

D. Discussion: Florida Education Fund – President Garcia-Beckford

President Elizabeth Garcia-Beckford led a discussion on the Florida Education Fund (FEF), noting a balance of \$13,227.47. Following discussion, the Board agreed to continue promoting and encouraging donations to the FEF. The Board also noted that some of the funds may be utilized in the near future to support education costs in accordance with the adopted policy governing its use.

6. Other Business

A. Florida Certified Professional Clerk Program – President Garcia-Beckford

President Garcia-Beckford reported that the task force is developing a policy regarding the Florida Certified Professional Clerk (FCPC) Committee and will present it to the Board in the near future. Following discussion, the Board agreed that a video should be developed to promote the Florida Certified Professional Clerk Program.

B. Selling 50-50 Drawing Tickets – Executive Director Payne

The Silent Auction/50-50 Committee needs assistance selling 50-50 tickets at the upcoming Summer Conference & Academy, as only a few committee members will be in attendance. The President requested volunteers, and Director Henderson offered to assist with ticket sales.

7. Closing Remarks

Next Board Meeting: Sunday, June 7, 2026, 5:45 p.m. ET, Fort Myers

8. Adjourn

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

Submitted by:

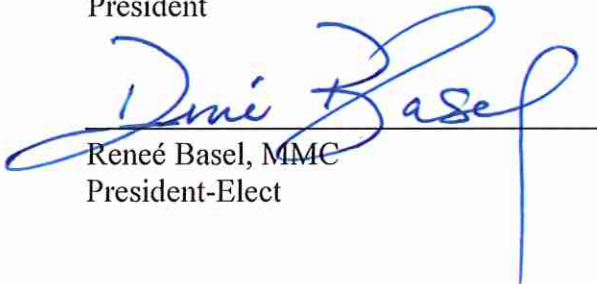


Allison Payne, FACC Executive Director

Approval:



Elizabeth Garcia-Beckford, MMC, MBA
President



Renee Basel, MMC
President-Elect