



**Miami-Dade County Municipal Clerks Association
MINUTES**

**Regular Meeting – October 29th, 2009
Medley Municipal Services Facility
7777 N.W. 72nd Avenue, Medley, FL 33166**

A. CALL TO ORDER

The meeting was called to order at 12:43 p.m. by President Sheila Shedd, CMC.

Members who were present are as follows:

Albertha Patterson, Village of El Portal
Barbara Herrera, City of Doral
Billy Urquia, City of Coral Gables
Carmen Garcia, City of Sweetwater
Christina White, Miami-Dade County Elections Department
Elizabel Anel, Town of Medley
Ellisa Horvath, Village of Bal Harbour
Guido Inguanzo, Village of Pinecrest
Herlina Taboada, Town of Medley
Jacqui Vieira, City of North Miami
Joann Callahan, City of North Miami Beach
Magali Valls, City of Miami Springs
Mari Joffe, City of Hialeah Gardens
Maria Menendez, City of South Miami
Marjorie Tejeda, Town of Miami Lakes
Marta Rodriguez, City of Hialeah Gardens
Mary Taylor, Town of Medley
Nkenga Payne, City of South Miami
Priscilla Torres, Village of Pinecrest
Sheila Shedd, City of Homestead
Sherry Ader, City of Homestead
Susan Owens, City of North Miami Beach
Suzie Hitaffer, City of Miami Springs
Tara Smith, Miami-Dade County Elections Department
Yolande Davis, City of Coral Gables

B. PLEDGE OF ALLEGIANCE

President Shedd and Mayor Ramon Rodriguez, Town of Medley, led the Pledge of Allegiance.

C. WELCOME FROM HOST

Herlina Taboada, Town Clerk for the Town of Medley, welcomed everyone and introduced the Town of Medley Mayor Ramon Rodriguez and members of the City's Administrative Staff.

Mayor Rodriguez welcomed the group as the first organization to use the new Municipal Services Facility and thanked everyone involved with making the luncheon a success. He further recognized the Election Department Officials who were present.

The Town of Medley Attorney, Mel Wolfe, also proceeded to welcome the group.

D. BUSINESS MEETING

1. Approval of the June 25th, 2009 Minutes

Motion to approve the minutes of the June 25th, 2009 Regular Meeting made by Guido Inguanzo and seconded by Magali Valls. President Shedd called for the vote and by consensus, the motion passed.

2. Treasurer's Report as of September 30th, 2009

Motion to approve the Treasurer's Report as of September 30th, 2009 made by Carmen Garcia and seconded by Maria Menendez. President Shedd called for the vote and by consensus, the motion passed.

E. OLD / NEW BUSINESS

1. Beat the Heat Presentation

A "Beat the Heat" presentation was made by Town of Medley Officer Jose Ayala to present the importance of ending drag racing on the streets.

2. Miami-Dade Elections Department

Tara Smith, Chief Deputy Supervisor of Elections, introduced Christina White, Director of Government Affairs. Ms. White addressed the group and presented the following information: A survey of customer satisfaction revealing a 95% satisfaction rate; Section 106.113 F.S. whereby local governments are not allowed to spend public funding on political campaigning; The Elections

Department will no longer be providing sample ballot templates and that an instruction sheet for the sample ballots will be sent; Clerks are to expect verification forms for the 2011 elections; and Topics for the annual clerk's workshop should be sent to the elections department.

3. 2009-2010 MDCMCA Election of Officers

a. Treasurer

Three candidates were on the ballot to serve as Treasurer: Jacqui Vieira, Susan Owens and Alberta Patterson. By a majority vote (25 votes total), **Jacqui Vieira was elected Treasurer.**

b. Secretary

A motion to approve **Maria Menendez as Secretary** was made by Maggie Valls and seconded by Jacqui Vieira. By consensus, motion passes.

c. Vice President

A motion to approve **Barbara Herrera as Vice President** was made by Marjorie Tejeda and seconded by Nkenga Payne. By consensus, motion passes.

d. President

A motion to approve **Carmen Garcia as President** was made by Guido Inguanzo and seconded by Magali Valls. By consensus, motion passes.

F. ANNOUNCEMENTS/COMMENTS/SUGGESTIONS

President Shedd stated that Russel Muniz from the Town of Davie has asked for funds for the upcoming IIMC Regional Conference's hospitality suite

By consensus, the group agreed to not offer these funds for the hospitality suite but to continue to support the FACC.

Susan Owens thanked everyone for attending the e-mail seminar in August.

President Shedd announced that the swearing-in of the Officers for 2009-2010 will be at the next meeting in December 2009.

G. ADJOURNMENT

The meeting adjourned at 1:34 p.m.

The minutes of the October 29th, 2009 Regular Meeting were accepted this 10th day of December, 2009.

Carmen Garcia, CMC
President

Maria Menendez, CMC
Secretary