



ARcounties Continuing Education
1415 West Third St.
Little Rock, AR 72201
 (501) 372-7550 • Fax: (501) 372-0611

April 7, 2021

MEMORANDUM

To: Arkansas County Treasurers
 From: Karan Skarda, ACE Program Coordinator
 Re: June 16-18, 2021 Continuing Education Conference

The Arkansas County Treasurers’ Continuing Education Board has approved plans for your upcoming conference to be held June 16-18, 2021, at **The Lodge at Mt. Magazine, 16878 Highway 309 South, Paris/Logan County**. The Continuing Ed. Board will meet at 3:00 p.m. followed by the Executive Board meeting at 5:00 p.m. on Wednesday, June 16th. **The meeting will officially kick-off at 8:30 a.m. on Thursday, June 17th**. An agenda will be planned for this meeting at your Spring Meeting in Little Rock.

To reserve your guest room, please call **The Lodge at Mt. Magazine at 1-877-665-6343 or 479-963-5151** and ask for the Arkansas County Treasurers’ Association rate of **\$96 per person, plus tax***. Please make reservations now to ensure your group’s rate. The **deadline** to receive room reservations at the discounted rate is **May 17th**. **Please note the Lodge’s policy on room rates: Each person** occupying a room will be charged \$96. nightly. 7 cabins are also available in our block. Bear this in mind for reimbursement purposes... and... call up your best Treasurer friends to share a cabin for a “girls’ trip” experience. Cabin rates below:
 1 bedroom - \$192. nightly plus tax. (Sleeps 2 persons – \$96 x 2* - 1 in bed; 1 on sofa sleeper)
 2 bedrooms - \$288. nightly plus tax. (Sleeps 3 persons – \$96 x 3* - 1 in each bed; 1 on sofa sleeper)
 3 bedrooms - \$384. nightly plus tax. (Sleeps 4 persons – \$96 x 4* - 1 in each bed; 1 on sofa sleeper)

To register for this conference, please complete the attached registration form. You may also share this information with staff who can benefit from this training. Please complete a registration form for each individual attending the conference. **The deadline for conference registration is May 17, 2021.**

Feel free to call me at 501-372-7550 or email inquiries to kskarda@arcounties.org.

Reimbursement: The following expenses will be submitted for approval by the Continuing Education Board to be paid from the County Treasurers Continuing Education Fund administered by the Auditor of State’s Office.

- Mileage: One vehicle per county @ .42 per mile
- Room & Cabin rates: One room per county for the nights of June 16 & 17. **\$96 per person in room + tax**
 1 bedroom cabin; 2 people*; 2-bedroom cabin; 3 people*; 3-bedroom cabin; 4 people* **\$96 per person in room + tax**
- Dinner: Wednesday, June 16 - Reimburse up to \$25 with paid receipt
- Breakfast: As required, direct bill - Thursday & Friday, June 17-18
- Lunch: As required, direct bill - Thursday, June 17
- Association Dinner: Thursday, June 17; non-reimbursable
- Breaks: As required, direct bill
- AV: As required, direct bill
- Meeting Rooms: As required, direct bill
- Incidentals: As required, direct bill

REGISTRATION FORM

**Arkansas County Treasurers Continuing Education Conference
The Lodge at Mt. Magazine
16878 Highway 309 South
Paris/Logan County
June 16-18, 2021**

Please Complete a Registration Form for Each Participant

**Return registration form/forms by May 17, 2021 to
ACE Program
Attn: Karan Skarda - 1415 West Third Street - Little Rock, AR 72201
FAX 501-372-0611 Email: kskarda@arcounties.org**

Name (as it should appear on official records): _____
(PLEASE PRINT)

Title: _____ County: _____

Office Mailing Address: _____

Telephone: _____

Email: _____ New email address? Yes or No

Years in office: _____

Signature: _____

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Association Dinner Plans

____ I WILL attend the Association Dinner.

____ I WILL NOT attend the Association Dinner.

____ Number of Guests attending Association Dinner

****Please note, if you do not attend the Association Dinner, dinner will be on your own and non-reimbursable.**