

DRAFT AGENDA

Arkansas County Clerks' Continuing Education Conference
Embassy Suites by Hilton, Jonesboro Red Wolf Convention Center
223 Red Wolf Blvd, Jonesboro, AR 72045
June 21-23, 2023

Tuesday June 20

Early Bird Arrival
Continuing Education and Executive Committee Board and Guests
(Guest rooms will be reimbursed from County Clerk Cont. Ed. Funds)

Wednesday June 21

(Guest rooms will be reimbursed from County Clerk Cont. Ed. Funds)

10:00am	CONTINUING ED. BOARD MEETING
10:30am	EXECUTIVE BOARD MEETING
12:00 Noon	Registration / Lunch on your own
1:00 – 1:30pm	Welcome Doug Curtis, County Clerks' Association President
1:30-2:00pm	TBD
2:00-2:15pm	Break Please visit our exhibitors
2:15-3:15pm	Legislative Update Lindsey Bailey French, AAC Legal Council Secretary of State's Office State Board of Election Commission
3:15-3:30pm	Break Please visit our exhibitors
3:30-4:15pm	Legislative Update Continued Lindsey Bailey French, AAC Legal Council Secretary of State's Office State Board of Election Commission
4:15-6:00pm	Vendor Meet & Greet – You don't want to miss this!
6:00pm	Dinner Own your Own (reimburse up to \$25 w/itemized receipt)

Thursday June 22

(Guest rooms will be reimbursed from County Clerk Cont. Ed. Funds)

- 6:30-8:30am BREAKFAST – (included in room rate)
- 8:00-9:00am REGISTRATION
- 9:00-9:30am Welcome
Doug Curtis, County Clerks' Association President
- 9:30-10:00am TBD
- 10:00-11:30am U.S. Election Commission Assistance Commission
- 11:30-11:45am BREAK
Please visit with our exhibitors
- 12:00-1:30pm LUNCH in the Atrium. A Mexican Fiesta
- 1:30-3:00pm Internal Revenue Service (TBD Topic)
Velena McRae, IRS Senior Stakeholder Liaison
- 3:00 p.m. – 4:30 p.m. Meet and Greet with Vendors
- 6:00 p.m. Dinner at Houlihan's in the Hotel followed by live acoustical music by Drive South along with other activities

Friday June 23

- 6:30-8:30am Breakfast – (included in room rate)
- 8:00-9:00am Registration
- 9:00-9:15am Welcome
Doug Curtis, County Clerks' Association President
- 9:15-10:00am. County Clerks' Roundtable Open Mic Forum
- 10:00-10:15am Break
- 10:15-11:00am ASSOCIATION BUSINESS
Drawing for Attendance Prize – Must be present to win
- 11:00am Adjourn

2023 Remaining Meetings

September 13-15, 2023 – Lake DeGray State Park, Bismarck, AR

2024 Meetings

February: Conway Convention Center (Margaret Darter to check on) or Texarkana, AR

June: June 18-20, 2024 – Springdale

September: Mt. Magazine – emailed lodge on 4.5.23 for availability

2025 Meetings

February _____

June _____

October _____

Thank you to all our Valued Sponsors

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BREAK SPONSORS

Reimbursement: To be approved by the Continuing Education Board and paid from the County Clerks Continuing Education Fund administered by the Auditor of State’s Office. Email reimbursement forms to: Julia Burrier at julia.burrier@auditor.ar.gov.

You may also fax reimbursement forms to Julia’s attention at 501-371-2143.

- Mileage: One vehicle per county @ .52 per mile
- Room rates: June 20 for Cont. Ed & Exec. Board members and invited guests. June 21 & 22, up to two rooms per county at \$109 single/119 double*plus tax. *Or prevailing govt rate.
- Dinner: June 21.Reimburse \$25 with itemized receipt
- Breakfast: Included in Room Rate
- Lunch: County Clerk Association Event – Non reimbursable.
- Breaks: As required, direct billed
- Parking: Valet Parking, as per hotel. Reimbursed with paid receipt
- Meeting Space: As required, direct billed.
- Speaker fees: As required, direct bill/Reimburse AAC
- Audio Visual: As required, direct billed.
- Transportation: As required, direct billed
- Incidentals: As required, direct billed