

**Arkansas Circuit Clerks Continuing Education Conference
Fairfield Bay and Resort
June 27-30, 2023**

Tuesday, June 27, 2023

EARLY BIRD ARRIVAL – OPTIONAL
(Guest rooms to be reimbursed for Continuing Ed. Board and Executive Board Members only)

Wednesday, June 28, 2023

(Guest rooms to be reimbursed from Circuit Clerk's Continuing Ed. Funds)

8:00-11:00 a.m.	Exhibitor Set-Up
8:00-10:00 a.m.	Registration
10:00-11:00 a.m.	Executive Committee Board Meeting
11:00-12:00 p.m.	Continuing Education Board Meeting
12:00 p.m.	Lunch on your own
1:00 p.m. – 1:15 p.m.	WELCOME – KYLE SYLVESTER, PRESIDENT PLEDGE OF ALLEGENCE PRAYER
1:15 p.m. – 2:15 p.m.	Auditor of State – Unclaimed Property Mr. Thomas Burchfield & Josh Wood
2:15p.m. – 2:30 p.m.	BREAK – Vendor Time
2:30 p.m. – 4:30 p.m.	Supreme Court Office of Professional Conduct – Professional Conduct Lisa Ballard
6:00 p.m.	DINNER – On Your Own

Thursday, June 29, 2023 *(Guest room to be reimbursed from Circuit Clerk's Continuing Ed. Funds)*

7:30 a.m. – 8:30 a.m.	BREAKFAST (Included in Hotel Rate)
8:00 a.m.	REGISTRATION
8:30 a.m.	WELCOME – Kyle Sylvester, President
8:40 a.m. – 10:15 a.m.	Legislative Audit – Separation of Duties
10:15 a.m. – 10:30 a.m.	Break – Vendor Time
10:30 a.m.- 11:30 a.m.	Legislative Audit – Cyber Security Update
11:30 a.m. – 1:00 p.m.	BREAK & LUNCH
1:00 p.m. – 2:00 p.m.	Program Committee – Team Building
2:00 p.m.	Annual Bago Circuit Clerks World Championships
6:00 p.m.	ASSOCIATION DINNER

Friday, June 30, 2023

6:30 a.m. – 8:30 a.m.	BREAKFAST (Included in Hotel Rate)
8:00 a.m. – 9:00 a.m.	REGISTRATION
9:00 a.m.	WELCOME, Kyle Sylvester, President
9:10 a.m. – 10:00 a.m.	TBD
10:00 a.m. – 11:00 a.m.	ASSOCIATION BUSINESS INTRODUCTION OF SPONSORS DOOR PRIZES

Remaining 2023 Meetings

October 10-13, 2023 – Mt. Magazine State Park

2024 Meeting Schedule

February – Benton, AR (TBD)
June 4-6, 2024 Winthrop Rockefeller Center, Petit Jean State Park
September – El Dorado (TBD)

Reimbursement: To be approved by the Continuing Education Board and paid from the Circuit 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:	Up to two vehicles per county @ .52 per mile
Room rates:	June 27,28,29. \$98 + Tax
Dinner:	Reimburse \$25 with itemized receipt
Breakfast:	Included in hotel rate
Lunch:	As required, direct billed
Breaks:	As required, direct billed
Meeting Space:	As required, direct billed
Speaker fees:	As required, direct bill/
Audio Visual:	As required, direct billed
Transportation:	As required, direct billed
Incidentals:	As required, direct billed