

CONFERENCE REGISTRATION

Name: _____

Name on Badge: _____

Title: _____

Agency: _____

Address: _____

City, St, Zip: _____

Telephone: _____

Email: _____

Member #: _____

Dinner in restaurant: ___ Wed. **or** ___ Thurs.

Guest Name: _____

CEU Requested (\$6.00) ___ Yes ___ No

There is a \$25.00 late registration fee after Wednesday, October 18, 2017. No "one-day" registrations.

Please check appropriate fee below:

Member \$120 ___ Non-Member \$155 ___

Late Fee \$25.00 ___

Make checks payable to:

SCPRA / PO Box 4162 / Florence, SC / 29502

Federal ID# 57-1034772

Questions: contact Debbie McDaniels,
dmcdaniels@lex-co.com.

"SECURING YOUR RECORDS IN A DIGITAL AGE"

As Records Managers for public agencies throughout South Carolina, we are committed to ensuring the preservation of and access to records. Many are increasingly using electronic means to create, exchange, and store information. Hear what others are doing to care for, handle and manage electronic records, including information about digital imaging, e-mail, file naming, digital media and storage, and more.

WHO SHOULD ATTEND THIS CONFERENCE?

Records and Information Management professionals from the public and private sector, including state, county, municipal, public safety, court systems, schools, colleges and universities.

REGISTRATION FEE includes access to exhibit area, educational sessions and materials, and 4 meals. (2 breakfast coupons and 1 dinner coupon for "Just Off Main", the hotel restaurant and Thursday lunch with our vendors). Tuesday registrants will also receive a breakfast coupon for Wednesday morning.

TO REGISTER complete the registration form and mail with check or money order by Wednesday, October 18. You will receive confirmation of payment. **Registration Cancellation:** must be received by October 18 to receive refund. Substitutions of the same fee category are encouraged in lieu of refunds. You may also email our Treasurer, Angie Kennedy, angie.kennedy@fdtc.edu, and ask to be invoiced and pay through PayPal!

Tuesday, October 24

4:00 PM Registration Open until 6:00 PM

Dinner on your own

7:00 PM After Hours Hospitality and Networking

Wednesday, October 25

8:00 AM Registration Open

10:30 AM New Member Orientation—Andrew Bigony

11:00 AM Connect and Reconnect— Meet & Greet Records Roundtable

11:30 AM Exhibitor Booths open and lunch on your own

1:00 PM Welcome & Announcements

1:30 PM Keynote: "SC Secretary of State's Office in the Digital Age", Secretary of State Honorable Mark Hammond

2:30 PM Intermission: Visit Exhibitor Booths

2:45 PM Exhibitor Presentations

4:00 PM "Help and Hope for Others", Linda Kaufmann, American Cancer Society

6:00 PM Dinner available in Restaurant until 10:00 pm

7:00 PM After Hours Hospitality and Networking

Remember !

- ◆ *The Region Meetings have been moved to the end of the day in order to give you more time for networking after the session!*
- ◆ *If you register at the conference on Tuesday afternoon, you will receive a breakfast ticket for Wednesday morning!*
- ◆ *See the new "Networking Workshop" on Thursday afternoon!*
- ◆ *Watch your email for additional information on a fun social networking activity!*
- ◆ *Please bring your business cards to the conference!*

Thursday, October 26

- 8:00 AM Registration Open
- 8:30 AM "General Retention Schedules", Carolyn Smith, SCDAAH
- 9:30 AM Intermission: Visit Exhibitor Booths
- 10:00 AM "Record Management Within The South Carolina Commission on Indigent Defense and the Importance of Data Collection", Hugh Ryan, SCCID
- 11:00 AM "Email as a Record", Michelle Van Allen, Santee Cooper
- 12:00 PM Lunch in Exhibitor Hall, Exhibitor Drawings
- 1:30 PM "Internet Safety", Rick Floyd, Greenville County Schools
- 2:30 PM Intermission
- 3:00 PM Region Meetings
- 4:00 PM Networking Workshop
- 6:00 PM Dinner available in Restaurant until 10:00 PM
- 7:00 PM After Hours Hospitality and Networking

Friday, October 27

- 8:30 AM Special Interest Group Session: "Understanding Your Retirement Plan", George Hazin, South Carolina Retirement System
- 9:30 AM Intermission
- 10:00 AM Closing Session: "The Rhythm of the Beat", Yolanda McCray, The Pearl Agency
- 11:00 AM Business Meeting and Closing Remarks
- 12:00 PM Board Meeting

The South Carolina Public Records Association was organized as a means to provide a network of people for the advancement and improvement of records and information management in the public sector.

SCPRA reserves the right to use photos of conference participants for publicity purposes.

Lodging:

The Avista Resort is located on the oceanfront at 300 North Ocean Boulevard in North Myrtle Beach. Hotel 1 Bedroom Suites are very reasonably priced as follows:

1 King, Murphy Bed, Jacuzzi Bath, ocean view	\$65.00
2 Extra Long Doubles, Murphy Bed, Sofa Sleeper, ocean view	\$71.00
1 King, Murphy Bed, Jacuzzi Bath, oceanfront	\$71.00
2 Extra Long Doubles, Murphy Bed, Sofa Sleeper, oceanfront	\$65.00

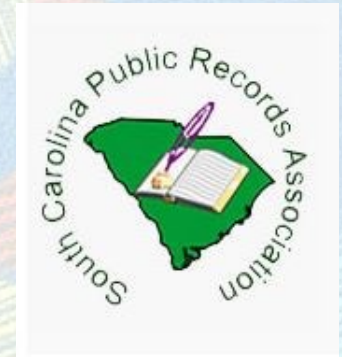
These rates do not include 27.96% combined sales tax and resort fees, and are net, non-commissionable. Group rates are good three days before and after conference dates. Call 1-877-238-4487 to make reservations, and use Group Code 2079371.



Follow SCPRA on the web at www.scpa.org and on Facebook at [www.facebook.com/South Carolina Public Records Association](http://www.facebook.com/SouthCarolinaPublicRecordsAssociation).

SECURING YOUR RECORDS

IN A DIGITAL AGE



October 25-27, 2017
The Avista Resort
North Myrtle Beach, SC

Featuring:

Honorable Mark Hammond
SC Secretary of State

Michelle Van Allen, CRM
Santee Cooper

Hugh Ryan
SC Commission on Indigent Defense

Rick Floyd
Greenville County Schools

George Hazin
South Carolina Retirement System

Linda Kaufmann
American Cancer Society

Yolanda McCray
The Pearl Agency