



March 1, 2023

Memorandum

TO: Members of the Mississippi Chancery Clerks Association and Mississippi Association of County Administrators/Comptrollers

FROM: *Sumner Davis*, Sumner Davis
Center Head, Center for Government & Community Development

SUBJECT: Agenda & Registration Form for Spring Educational Workshop

Enclosed is the agenda-in-brief for the joint Chancery Clerk and County Administrator/Comptroller Spring Educational Workshop. The workshop will be held at the Embassy Suites Jackson-North Ridgeland, on April 18-19, 2023. We have also enclosed a registration form.

Make your room reservations with the Embassy Suites for the night of the 18th by calling (800) 445-8667 and use the code EXA, or use the link that was in the email from your association.

Please let us know if there is anything we can do to assist you. The Center for Government & Community Development, Mississippi State University Extension Service is always pleased to assist with the educational programming for your associations.

We look forward to seeing all of you in Ridgeland on April 18-19.

Enclosures (2)

sd

**Mississippi Chancery Clerks Association
Mississippi Association of County Administrators/Comptrollers**

April 18-19, 2023
Embassy Suites Jackson-North Ridgeland
Ridgeland, Mississippi
SPRING EDUCATIONAL WORKSHOP

Tuesday, April 18

a.m.

10:00-12:00 Registration

12:00 Lunch on your own

Combined Session MCCA/MACAC

p.m.

1:00 Education Program

5:00 Adjournment

Wednesday, April 19

Chancery Clerks Association

a.m.

9:00 Educational Program

11:00 MCCA Business Meeting

Noon Workshop Evaluation and Adjournment

County Administrator/Comptroller Association

a.m.

9:00 Educational Program

11:00 MACAC Business Meeting

Noon Workshop Evaluation and Adjournment

Registration Form
Spring Educational Workshop
April 18-19, 2023

Mail by April 12, 2023, to Sumner Davis, Extension Center for Government & Community Development, Box 9643, Mississippi State, MS 39762-9643.

Register me for the Spring Educational Workshop to be held at the Embassy Suites Jackson-North Ridgeland. I have enclosed a check for \$60.00 to cover the registration fee for the workshop. (Make checks payable to: Center for Government & Community Development.)

NOTE: THE REGISTRATION FEE FOR CHANCERY CLERKS IS PAID BY THEIR ASSOCIATION. CHANCERY CLERKS DO NOT NEED TO SEND A CHECK WITH THEIR REGISTRATION FORM.

PLEASE PRINT

NAME _____ TITLE _____

ADDRESS _____ COUNTY _____

CITY _____ STATE _____ ZIP _____

A block of rooms has been reserved for the night of the 18th at the rate of \$169 (paid by county check). Make your room reservations with the Embassy Suites for the night of the 18th by calling (800) 445-8667 and use the code EXA, or use the link that was in the email from your association.

NOTE: Persons with disabilities who require special accommodation of any sort in connection with their attendance at this program should contact the Center for Government & Community Development.