

Minnesota Municipal Clerks and Finance Officer Association (MCFOA) Annual Conference

March 21-24, 2023

Provide your name below how you would like it to appear on your name badge

Name (First) (MI) (Last)
City of Employment Title/Position
Work Address
City State Zip
Phone Number Birth Date (MM/DD/YYYY)
Email
Are you attending for the first time? Yes No
Choose your region? Region 1 Region 2 Region 3 Region 4 Region 5 Region 6
List any dietary restrictions/food allergies.

Information on this form is private data and used to identify and locate your records.

Registration Fees: Preconference

Tuesday, Athenian Dialogue	\$90.00 Member	\$115.00 Non-Member
Tuesday, Effective Data Management & Presentation Skills	\$50.00 Member	\$75.00 Non-Member
Tuesday, New City Clerk Orientation & Election Administration	\$50.00 Member	\$75.00 Non-Member

Registration Fees: Conference

Wednesday-Friday, Member	\$305.00 Early Bird	\$325.00 after 02-22-2022
Wednesday-Friday, Non-Member	\$380.00 Early Bird	\$400.00 after 02-22-2022
Wednesday-Friday, Retiree	\$225.00 (Wednesday Dueling Pianos is not included)	
Additional Wednesday Evening Entertainment	\$ 40.00 (One is included with member and non-member)	
Additional Thursday Evening Entertainment	\$ 40.00 (One is included with member and non-member & retiree)	

Early bird rates apply if registration is received or postmarked by February 21, 2023.

Registration closes March 7, 2023.

A \$25.00 late registration fee will incur for registrations received/postmarked after March 7, 2023.

Payment Information:

Checks payable to St. Cloud State University

Check or money order in the amount of \$

Please bill my employer, reference Purchase Order Number:

Please select the sessions you will be attending: (Keep a record of your selections, these will not be emailed)

Wednesday, March 22 (SELECT ONLY ONE)

10:45 am – 12:00 pm Concurrent Sessions I

1. High Performance
 2. Working with Difficult, Angry or Upset People
 3. Active Shooter Preparedness
 4. Emergency Management
- Not Attending

1:15 pm – 2:30 pm Concurrent Sessions II

5. Working with Difficult, Angry or Upset People (Repeat)
 6. Active Shooter Preparedness (Repeat)
 7. Emergency Management (Repeat)
 8. Liquor License Overview (Continued in Session III)
- Not Attending

2:45 pm – 4:00 pm Concurrent Sessions III

9. Liquor License Overview (Continuation)
 10. Financing Options for your City
 11. “Why Did I Click That?”
 12. Zoning, Housing, and Accessories
- Not Attending

Thursday, March 23 (SELECT ONLY ONE)

9:15 am – 10:30 am Concurrent Sessions IV

13. Edible Cannabinoid Legalization
- Not Attending

11:15 am – 12:30 pm Concurrent Sessions V

14. Data Practices
 15. COBRA & Public Employee Special Benefits
 16. Budget 101
 17. Council Relations
- Not Attending

1:30 pm – 2:45 pm Concurrent Session VI

18. Data Practices Q&A Panel
 19. A Practical Introduction to Lawful Gambling
 20. Budget 201
 21. Council Relations (Repeat)
- Not Attending

Friday, March 24, (SELECT ONLY ONE)

9:00 am – 10:15 am Concurrent Session VII

22. Shazam!
 23. Federal Grant Opportunities
 24. Small Town Round Table
 25. Navigating the Jungle of Financial Reporting
- Not Attending

CMC/MMC Points

IIMC Points: For those pursuing CMC (Certified Municipal Clerk) or MMC (Master Municipal Clerk) certification, this Conference provides 1 CMC Education or 1 MMC Advanced Education Point for every 4 hours of approved participation in combination with a completed learning assessment. St. Cloud State University will provide a Certificate for those participants who check Yes on Request Certificate for Education Points during the registration process.

Do you request a Certificate for Education Points? Yes No

Continuing Education Credits (CEUs) or Customized Certificate: **Cost is \$15.00 per CEU or customized certificate**

For those who are not tracking Education Points but desire a certificate for CEUs (Continuing Education Units) or Certificate of Attendance, you may request if it meets the criteria you need. A CEU is defined as 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction and qualified instruction. If you need CEUs or a customized certificate, there is a \$15 fee for each specific certificate. We will email the certificate and be in touch for the specific certificate you are requesting.

Do you need CEUs or a customized certificate? Yes No \$15.00 per certificate: Quantity

Food Counts:

To help us finalize numbers for food count, please tell us if you will be attending the following. You can update your response two weeks prior to the event. Note, by choosing “no”, you will not be included in the numbers for food count.

Will you be attending the Dueling Pianos on Wednesday, March 22nd? Yes No

Will you be attending Thursday’s entertainment, March 23rd? Yes No

Mail: SCSU Welcome Center
 355 5th Ave S,
 Attn: Roxann Neu
 St. Cloud, MN 56301

Email: register@scsutraining.com
Phone: 320-308-4962

Note: Address Change