



**SOUTHERN CALIFORNIA CITY CLERK'S ASSOCIATION
GENERAL MEMBERSHIP MEETING**

- HOST CITY:** CITY OF RANCHO MIRAGE
- WHEN:** FRIDAY, NOVEMBER 18, 2011
- WHERE:** HILTON GARDEN INN
71-700 HIGHWAY 111
RANCHO MIRAGE, CA 92270
(760) 776-9700
- BOARD MEETING:** 8:00 – 9:00 A.M.
- REGISTRATION:** 8:30 – 9:00 A.M. – Continental Breakfast served (Assorted pastries, seasonal fresh fruit, juice, coffee and tea)
- PROGRAM:** 9:00 A.M. – 12:15 P.M.
- PROGRAM TITLES:** Part I: Elections Refresher
Part II: Electronic and Digital Records Management

GUEST SPEAKERS AND DESCRIPTION:

Kari Verjil, Registrar of Voters for Riverside County, will give a presentation on the following topics which are of current interest to City Clerks, followed by a question and answer period.

- Candidate Statements and Ballot Designations
- Vote By Mail – Benefits of voting by mail
- Referendums and Initiatives
- Redistricting

Kari began her career nearly 20 years ago in the office of the Riverside County Registrar of Voters and had served as the Chief Deputy for two years when she was appointed Registrar of Voters for San Bernardino County in June of 2005. She administered elections for the 800,000 registered voters of San Bernardino County, which is the largest geographic election region in the continental United States, until she was appointed Registrar of Voters for Riverside County in February of this year.

Diane Gladwell, Gladwell Governmental Services, will present training on “Electronic and Digital Records Management” which is a current and ongoing challenge for City Clerks. Diane has worked with over 100 municipal governments through her company, Gladwell Governmental Services, and her expertise in records management has garnered her numerous awards for excellence from ARMA, CCAC and IIMC. She is generous in sharing her extensive experience and knowledge of current legal requirements and best records management practices, and is a dynamic speaker at many seminars and trainings for City Clerks. She will also be available to take questions after her presentation.

(Educational points of .75 point CMC/MMC approved)

(Continued on next page)

BUSINESS MEETING/LUNCHEON: 12:15 – 1:00 P.M. – Business meeting carried over to lunch as needed

Italiano Luncheon Buffet includes: Fresh Garden Salad with tomatoes, cucumbers and shredded carrots and served with choice of Ranch or Vinaigrette dressing, Chicken Parmesan with Spaghetti, Tri-colored Tortellini with Alfredo Sauce, Seasonal Vegetables, Garlic Bread and Assorted Cookies and Brownies for dessert.

PLEASE DETACH AND MAIL OR SCAN & EMAIL THE FOLLOWING RESERVATION FORM

REGISTRATION FEE PER PERSON: \$40.00 (Includes Breakfast, Lunch and Program)
Please make checks payable to SCCCA

(Member's Name and Title)	Guest's Name	City
Amount Enclosed is \$_____	Mail To	Veronica Montecino, SCCCA Treasurer City of La Quinta P.O. Box 1504 78-495 Calle Tampico, La Quinta, CA 92253 Phone (760) 777-7002 or FAX (760) 777-7107 Email vmontecino@la-quinta.org
<input type="checkbox"/> Pay at Door	OR	<input type="checkbox"/> Reserve by

Reservations will be accepted through November 11, 2011. The last day to cancel and receive refund is November 11. *Failure to cancel obligates payment to SCCCA.*

CHECK: New City Clerk []

First SCCCA Meeting []

Please see next page for directions and additional information about the meeting venue and hotel.

We hope to see you there!!

DIRECTIONS/ADDITIONAL INFORMATION FOR MEETING VENUE AND HOTEL

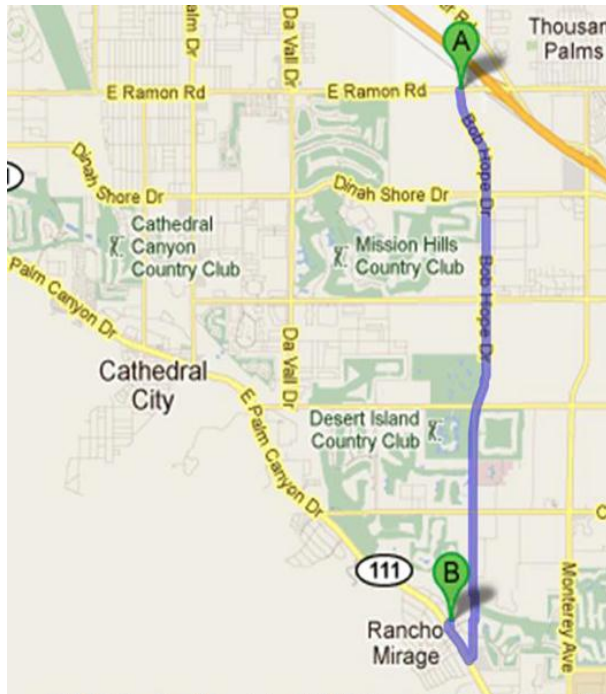
Meeting Venue

Hilton Garden Inn
71-700 Highway 111
Rancho Mirage, CA 92270
(760) 776-9700
Fax: (760) 601-3192

Traveling East on Interstate 10 toward Indio, exit on Bob Hope Road (A).

Continue South on Bob Hope Road for 5.5 miles.

Turn right on Highway 111 for 0.4 miles. The Hilton Garden Inn will be on your right next to Applebee's Bar & Grill (B).



If you would like additional directions, please contact the facility directly.

Hotel Information

Hilton Garden Inn
71-700 Highway 111
Rancho Mirage, CA 92270
(760) 776-9700
Fax: (760) 601-3192

Special Rate: \$104 per night (subject to 12.05% tax) for anyone who may want to stay overnight November 17, 18 or 19 2011. Mention code, "SCCCA". **Deadline to secure a room at the special rate is October 20, 2011.**

Hilton Garden Inn Palm Rancho Mirage is across the street from The River, offering unique shopping and excellent dining. Additional area points of interest include Living Desert Zoo, Westfield Palm Desert Shopping Center and The Gardens on El Paseo.