SC Business Licensing Officials Association SC Municipal Finance Officers, Clerks and Treasurers Association

1411 Gervais Street | PO Box 12109 | Columbia, South Carolina 29211 803.799.9574

	PROOF OF ATTENDANCE			
Sponsor:	SC Municipal Finance Officers, Clerks and Treasurers Association			
	and SC Business Licensing Officials Association			
Program Name:	2024 Joint Annual Academy			
Date and Time:	Tuesday, October 8 – Friday, October 11, 2024			
Location:	Sonesta Resort, Hilton Head Island, SC			
SPONSOR INFORMATION				
Sponsor Representative Susan Walters Municipal Association of SC	Sponsor Representative, Signature			
	TO BE COMPLETED BY ATTENDEE			
IIMC awards one educational point for every four hours of class time. (Use the Points Tracking sheet to determine points) By signing below, I certify that I attended the activity described above. I am entitled to claim a total of APT* credit hours. If I am seeking APT credit, I will turn in the proper paperwork to the appropriate organization. *Should you either arrive late or leave any session early, your credit hours MUST be adjusted accordingly.				
Name (print)	Signature and Date			
Job Title	Organization			
IIMC CERTIFICATION				
I have verified that all requirements to receive IIMC certification credits have been met.				
Kendra B. Stewart, Ph.D. Joseph P. Riley, Jr. Center for College of Charleston	Date Livable Communities			

2024 BLOA/MFOCTA Joint Academy

Tuesday, October 8				
	2:00 – 3:00 p.m.	W-2 or 1099? Teresa Eaton, MBL, City of Florence Sonya Lee, MBL, Town of Lexington	CPFA: .50 point	
	3:15 – 4:15 p.m.	Auditing a Business Tami Fralick, MBL, Charleston County Barbara Wooster, MBL, Town of Hilton	CPFA: .50 point Head Island	
Wednesday, O	ctober 9			
	1:45 – 3:45 p.m. Matthew Wilkie, MSW,	The Enneagram and the Workplace: Ho The Well Counseling Services, LLC	ow Do We Make This Work CMC/MMC: 2 hours, CPFA: 1.0 point	
Thursday, October 10				
	9:45 – 11:45 a.m.	Motivational/Leadership Session Lefford Fate, City of Sumter	CMC/MMC: 2 hours, CPFA: 1.0 point	
	1:30 – 2:30 p.m.	*Breakout Sessions – Choose 1		
	*Effective Financial Management: Best Practices for Bu Naomi Reed, Municipal Association of SC *The Ins and Outs of Codification Kevin Roberts, American Legal Publishing		udgeting and Reporting CMC/MMC: 1 hour; CPFA: .50 point CMC/MMC: 1 hour	
	2:45 – 3:45 p.m.	Roundtable Discussions – Ask the Expe	erts CMC/MMC: 1 hour	
Friday, October 11				
	9:00 – 10:00 a.m.	Policies and Procedures Roundtables	CMC/MMC: 1 hour; CPFA: .50 point	
	Grand total hours/points claimed. Enter the total on the Proof of Attendance Sheet. CMC/MMC maximum hours to claim – 7 and maximum points to claim – 1.75 CPFA maximum points to claim – 4			
	*If you are seeking CMC/MMC hours, complete a KTQ for each session you attend. Then send this form			

and all KTQs to Susan Walters at swalters@masc.sc for approval.