AVOIDING
LEGAL
PITFALLS

PROVIDING YOU WITH THE TOOLS NECESSARY TO ENSURE THE CLERK’S OFFICE IS LEGALLY SOUND

NTMCA
2018 PROFESSIONAL SEMINAR

Schedule

8:15—9:00   Registration and Breakfast Buffet
9:00—9:15   Sponsor Presentations
9:15—10:30  Avoiding Legal Pitfalls
10:30—10:45 Break
10:45—12:00 Avoiding Legal Pitfalls (continued)
12:00—1:00  Lunch (provided)
1:00—2:15   Avoiding Legal Pitfalls (continued)
2:15—2:30   Break
2:30—4:00   Avoiding Legal Pitfalls (continued)

DESCRIPTION

The role of the municipal clerk can be very rewarding, but it also carries much responsibility. Clerks are many times correctly focused on getting the basic fundamentals right. However, another area that can’t be neglected is the legal aspects to ensure the clerk’s office is legally sound. Attorneys from the law firm of Taylor, Olson, Adkins, Sralla & Elam will address the complex legal issues and consequences as it relates to the municipal clerk’s office in the areas of Elections, Open Records, Personal Liability, Records Retention, Advertising, Ethics, and Parliamentary Procedure.

Featuring:
Great Speakers • Door Prizes
• Silent Auction benefiting Alyce Deering Scholarship • Breakfast • Lunch
• Snacks • Networking with clerks from across North Texas

April 18, 2018
Denton County
Southwest Courthouse
6200 Canyon Falls Dr
Flower Mound, Tx

Fees
Registration: $75

Register Online:
ntmca.org

Approved for IMC Credit:
1.5 CMC Education
1.5 MMC Advanced Education with assessment