



**Municipal Association of South Carolina  
Municipal Elected Officials Institute of Government  
Columbia Convention Center, 1101 Lincoln St., Columbia, SC  
Wednesday, March 26, 2025**

**Session B**

<b>Moderator:</b>	<i>Elizabeth Copeland, Staff Associate for Affiliate Services, Municipal Association of SC</i>
<b>9:00 – 9:10 a.m.</b>	<b>Welcome</b>
<b>9:10 – 10:30 a.m.</b>	<b>Business License Tax Administration</b> <i>Caitlin Cothran, Local Revenue Services Manager, Municipal Association of SC</i> <i>Kaylee Summerton, Revenue Analyst, Municipal Association of SC</i>
<b>10:30 – 10:45 a.m.</b>	<b>Break</b>
<b>10:45 a.m. – noon</b>	<b>Intergovernmental Relations</b> <i>Charlie Barrineau, Field Services Manager, Municipal Association of SC</i>
<b>Noon – 1:00 p.m.</b>	<b>Lunch</b>
<b>1:00 – 2:15 p.m.</b>	<b>Municipal Court – Purpose and Responsibilities</b> <i>Pam Larson, Court Administrator, City of Greenville</i>
<b>2:15 – 2:30 p.m.</b>	<b>Break</b>
<b>2:30 – 4:00 p.m.</b>	<b>Liability of Municipalities and Their Elected Officials</b> <i>Eric Shytle, General Counsel, Municipal Association of SC</i>
<b>4:00 – 4:15 p.m.</b>	<b>Evaluation/Graduate Certificates</b>
<b>4:15 – 4:30 p.m.</b>	<b>Graduate photos (Only for individuals who did not attend the ceremony)</b>

**\*\* Sign-in sheets \*\***

**Sign-in sheets will be distributed in the morning and afternoon.** They are the official record of your attendance. If you do not sign both, you will not be credited for attending this course.