



Municipal Association  
of South Carolina

PO Box 12109

Columbia, SC 29211



# Small Cities SUMMIT

**Wednesday, August 13**

Columbia Metropolitan Convention Center  
1101 Lincoln St.

**The Small Cities Summit focuses on  
the specific needs and challenges of  
smaller cities and towns in  
South Carolina.**



Municipal Association  
of South Carolina

## Agenda

8:00 a.m.	Registration and Continental Break
9:00 – 9:15 a.m.	Welcome
9:15 – 10:15 a.m.	Understanding Forms of Government and Defining Your Role
10:30 – 11:30 a.m.	HR 101: Foundations for Small-Town Leadership
11:30 am – 12:30 p.m.	Strong Controls, Stronger Cities: Practical Approaches to Financial Management in Small Municipalities
12:30 – 1:30 p.m.	Lunch
1:30 – 2:30 p.m.	Business License Update
2:45 – 3:45 p.m.	Opportunities for Small Business and Community Growth: The Rural and Small Business Community Revitalization Initiative

## Agency Hall

A special Agency Hall will be set up for meeting attendees to learn more about state agencies and discover resources and services available to smaller cities and towns.

## Registration information

The Small Cities Summit registration fee is \$50 and includes lunch. The registration deadline is August 1. **Availability is limited and preference will be given to cities and towns with populations of 3,000 residents or fewer.**

## Hotel reservations

A block of rooms is available at the Hilton Columbia Center for registrants who may need to stay overnight. The room rate is \$179 plus taxes and fees. Reservations must be made by July 13, after this date, the reduced rate will not be available. To receive the special rate use the reservation link provided on our website at [www.masc.sc](http://www.masc.sc) (keyword: SCS) or call 1.800. HILTONS and ask for the group code: 90B.

## Registration

The Summit registration deadline is Friday, August 1. No refunds will be made after this date.

**Online:** Use a Visa or MasterCard to register online at [www.masc.sc](http://www.masc.sc).

**Mail:** Complete and return this form (postmarked by August 1) with a check made payable to the Municipal Association of South Carolina. Mail to

Municipal Association of SC  
PO Box 12220  
Columbia, SC 29211-2220

Direct all registration questions to Susan Walters at 803.933.1276 or [swalters@masc.sc](mailto:swalters@masc.sc).

### Name Badge Information

First Name *(example: Bill)*

Full Name *(example: William Smith)* ☐ Mr. ☐ Ms. ☐ Dr.

Job Title ☐ New

Municipality

### Registrant's Contact Information

Birth month/day Last four digits of SSN  
This combination of numbers is used as the official's personal identification number to access online services, simplify event registration and ensure proper recording of participation in Association training programs

Preferred mailing address ☐ New  
(Type: ☐ Municipal ☐ Business ☐ Home)

City/State ZIP

Preferred phone ☐ New  
(Type: ☐ Municipal ☐ Business ☐ Mobile ☐ Home)

Email Address ☐ New

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