

# Treasurers/Commissioners of the Revenue Joint Continuing Education Conference

August 6-9, 2017  
Wintergreen Resort and Conference Center

The Treasurers' Association of Virginia together with the Commissioners of the Revenue Association of Virginia is holding their 11th annual **Continuing Education Conference** at the **Wintergreen**. Monday, **August 7** will be a **one-day seminar** followed by two days of courses.

Treasurers will earn **7.2 hours** of **continuing education credit**; Commissioners will earn **2 points credit**. The **registration fee** is **\$110** and includes lunch and all-day breaks. Non-Member registration fee is \$135. **Reserve your room(s) now at Wintergreen as the number of rooms in the lodge is limited, however there are plenty of 2- and 3- bedroom condos available** (see information on lodging).

Courses will be held on **August 8 and 9**; course fees vary for each class; see fees below.

TAV is offering three courses and CRAV are offering two courses. With the exception of the accounting course, all courses are open to members of each association at the member rate. The numbers in parentheses indicate the number of continuing education credit the course is worth with the higher number representing taking and passing the exam. The courses are:

**Customer Service (8-10) \$185 member/\$235 non-member**

**Financial Reconciliation and Report Course (9-11) \$185 member/\$260 non-member**

**Accounting Level III (8-10) \* \$210 member/\$260 non-member**

\*You must have completed both **Accounting Level I** and **Level II** to take **Level III**.

**Roles and Responsibilities of the Commissioner of the Revenue (10)\* \$150**

**Dealing with the Media (10)\* \$150**

\*TAV members must register through CRAV for their courses.

Deputy treasurers can take the COR courses either as one of their electives for initial certification or for continuing education points; treasurers can take these courses for points credit only.

**NOTE: Treasurers and deputy treasurers must take the exam with the COR courses to receive credit for these course.**

For more information on course credit refer to the **Certification Handbooks**.

You can enroll for the workshop only, a course only, or both the workshop and a course. **You must enroll separately for each event. Course enrollment is limited, so enroll early.**

The **registration deadline** for the **workshop and courses** is **Friday, July 28**.

If you find that you can't register for a course on-line, that means that the course is already full.

Courses will begin at 9:00 a.m. both days. On day one courses should end around 5:00 p.m. Exams times for courses will vary; most finish before lunch. A hot meal will be provided for lunch on Tuesday; no lunch on Wednesday unless the course ends after lunch. Remember to bring several #2 pencils and some highlighter and/or stickies with you to class.

**BMS Direct** will be sponsoring a hospitality suite each night.

**Wintergreen** provides a complimentary on-demand mountain top shuttle daily from 8:00 a.m. - 10:00 p.m. Please call extension 8200 to access this service.

### **Corn Hole Tournament**

We will be holding a corn hole tournament starting on Sunday evening and continuing through Monday with a championship game. There will be a prize for the winning team. Teams can sign up beginning on Sunday through lunch on Monday. We can have either an all Commissioners of the Revenue team, an all treasurers team, or a mixed set (TR and COR of same locality vs COR and TR of another).

### **Conference Registration Cancellation Policy:**

Since class size is limited, if you find you cannot attend, you must notify Al Spengler (434-982-5518 or [aws@virginia.edu](mailto:aws@virginia.edu)) immediately, so that your space can be offered to another student.

A \$20.00 processing fee will be assessed for cancellations. **No refunds for cancellations received after August 2 unless your space is filled.**

### **Bringing Family Members?**

If you plan to bring family members with you to **Wintergreen**, please contact Al Spengler at [aws@virginia.edu](mailto:aws@virginia.edu) for some special offerings for children.

### **Special Meals**

**If you need a special meal, please make sure you request it when you register on-line.**

**TAV/CRAV**  
**11th Annual Continuing Education Conference**  
**Wintergreen Resort & Conference Center**

**Sunday, August 6, 2017**

- 2:30 p.m. – 5:00 p.m.      Registration
- 3:00 p.m. – 5:00 p.m.      TAV Board Meeting
- 3:00 p.m. – 5:00 p.m.      CRAV Board Meeting ?

**Monday, August 7, 2017**

- 7:30 a.m. – 8:45 a.m.      Continental Breakfast
- 7:30 a.m. – 4:30 p.m.      Registration
- 8:30 a.m. – 8:45 a.m.      Welcome & Announcements
- 8:45 a.m. – 10:00 a.m.    **Erroneous Assessments**  
Speaker TBA
- 10:00 a.m. – 10:15 a.m.    Break
- 10:15 a.m. – 10:45 a.m.    **Office Accreditation**  
Al Spengler
- 10:45 a.m. – 12:00 noon    **Property Exemptions**  
Speaker TBA
- 12:00 p.m. – 1:00 p.m.    Buffet Lunch
- 1:15 p.m. – 2:45 p.m.      **Laugh your Way to a better . . .**  
Phil Gungor
- 2:45 p.m. – 3:00 p.m.      Break
- 3:00 p.m. – 4:30 p.m.      **Laugh your Way to a better . . . (continued)**
- 4:30 p.m.                      Adjournment & Announcements

**[TOTAL CE POINTS = 7.2 TAV: ??? CRAV]**

- 6:00 p.m. - 7:30 p.m.      **Cookout Buffet** (\$?? additional fee)
- 6:30 p.m. - 10:00 p.m.    **Fun Night** at Discovery Ridge Adventure Center  
sponsored by **?????**
- 9:00 p.m.      -until                      Campfire with entertainment and smores

**Hospitality Suite each night sponsored by BMS Direct**

## **Course Schedule**

### **Wintergreen Resort & Conference Center**

#### **August 8, 2017**

8:30 – 9:00 a.m.            Course Registration  
9:00 a.m. – 5:00 p.m.      Course  
Noon – 1:00 p.m.          **Lunch Buffet** (provided)

#### **August 9, 2017**

9:00 a.m. – 1:00 p.m.      Course continues

**NOTE:** No lunch provided unless the exam is after lunch.

A continental breakfast will be served both days  
with refreshment breaks all day on Tuesday and morning only on Wednesday.

#### **Course**

#### **Instructor(s)**

**Customer Service**

**Richard Cordle, MGT (retired treasurer)  
Jennifer Brown, MGT (retired treasurer)**

**Accounting Level III**

**Bruce Chase, Radford University**

**Financial Reconciliation and Reporting**

**Mary K. Earhart, PLLC**

**Roles and Responsibilities of the  
Commissioner of the Revenue**

**Ann Burkholder, MCR**

**Dealing with the Media**

**James Vance**



# Wintergreen Resort

## Lodging

A block of rooms has been reserved at **Wintergreen** under the name **Joint Treasurers and Commissioners of the Revenue Conference**. Rates listed below are per night per unit and are subject to an 10% resort fee & 10.3% state and local sales tax:

### Conference Center Hotel Rates

Single/Double rate	\$109.00
--------------------	----------

### Condo Rates

One Bedroom	\$119.00 (limited availability)
Two Bedroom	\$199.00
Three Bedroom	\$259.00

**The reservation deadline is July 10, 2017 (may be extended)**  
**Toll Free 888-855-7410**

Reservations may be communicated directly through the above toll-free number Monday through Friday 9:00 a.m. to 9:00 p.m. and Saturday/Sunday 9:00 a.m. to 6:00 p.m. Please identify yourself as an attendee with the Joint Treasurer and Commissioners of the Revenue Conference. All reservations must be accompanied by a one night's deposit.

### Some Items to Note:

1. In the two and three bedroom condo, one of the bedrooms has twin beds so you can sleep 3 and 4 people respectively.
2. If you opt to share a condo with other people, **Wintergreen** can split the cost of the room (see cancellations policy below). Please inform your reservation agent if your need separate accounts of if individual receipts are needed at checkout.
3. The above rates apply for **2 days before and after** the conference dates subject to availability.

### Do you want to share a Condo?

If you wish to share a condo with some one and are looking for someone to share with you, please contact Al Spengler at [aws@virginia.edu](mailto:aws@virginia.edu) as he is running a roommate referral service (not match making!)

### Cancellations:

If you need to cancel a room, remember that there is a 3 days prior to arrival cancellation policy. Deposits are refundable, less a \$25 processing fee. Cancellations occurring within 3days of arrival will forfeit deposit. **Any individual reservation that is cancelled (or is a no show) whereby the attendee was splitting a portion of the unit cost will result in the other attendees paying a larger share.**

## Amenities & Events

The following **Wintergreen Resort** amenities are provided to you in both the hotel rooms and the condos.

Complimentary housekeeping services

Fully furnished accommodations featuring equipped kitchens and living areas

24-hour check-in, front desk services

24-hour Resort switchboard services, including notification of emergency information

Complimentary parking throughout the resort

Resort maintenance services

Activity and emergency notification service

Room charging privileges allowing for a "cashless" vacation experience

Complimentary and preferred access to Aquatics & Fitness and Lake Monocan

Personal service from Wintergreen staff members

Premium cable television and personalized voice mail

Complimentary "pack and play" cribs and high chairs

**Complimentary wireless Internet in the meeting space, public areas, and accommodations.**

Golf, Tennis, and Spa are available for a fee.

Advanced reservations strongly recommended for these services.

For more information about Wintergreen Resort, check out their website at:

**<http://www.wintergreenresort.com/>**

Our first day at **Wintergreen** is the last day of their **Summer Music Festival**. For information on this festival, go to the following website, where you can download a pdf file listing all the musical concerts and special activities:

[https://issuu.com/wintergreenperformingarts1/docs/wpa\\_festival\\_brochure\\_2017](https://issuu.com/wintergreenperformingarts1/docs/wpa_festival_brochure_2017)

## Directions

**Wintergreen Resort** is located adjacent to the **Blue Ridge Parkway** in beautiful Central Virginia.

Directions and Map of the Resort can be found at:

<http://www.wintergreenresort.com/Location-and-Directions/>

**Please Note:** Motorcycles and Motor Homes are not allowed on resort property.

### **From areas northeast:**

From I-66, take Exit 43a (Gainesville, Rt. 29 South). Follow 29 South to I-64 West (in Charlottesville). Take I-64 West to Exit 107 (Crozet, Rt. 250) Take 250 West to Rt. 151 South, turn left. Follow Rt. 151 South to Rt. 664, 14.2 miles. Turn right and Wintergreen is 4.5 miles ahead on Rt. 664.

### **From areas east:**

Take I-64 West to Exit 107 (Crozet, Rt. 250) Take 250 West to Rt. 151 South, turn left. Follow Rt. 151 South to Rt. 664, 14.2 miles. Turn right and Wintergreen is 4.5 miles ahead on Rt. 664.

### **From areas south:**

Take Rt. 29 North to Rt. 151 North, turn left. Follow Rt. 151 for 21 miles to Rt. 664. Turn left and Wintergreen is 4.5 miles ahead on Rt. 664.

### **From areas west, northwest and southwest:**

Take I-81 to I-64 East to Exit 99 (Afton, Rt. 250). Take Rt. 250 East to Rt. 151 South, turn right. Follow Rt. 151 South to Rt. 664, 14.2 miles. Turn right and Wintergreen is 4.5 miles ahead on Rt. 664.

### **From the Blue Ridge Parkway:**

Take the Reeds Gap exit (between mileposts 13 and 14). Go east on Rt. 664 one mile to the Wintergreen entrance on your left. It is a beautiful and historic parkway and provides an alternate route get to Wintergreen. Please note that during the winter the Parkway is not plowed and is frequently closed. We also do not recommend the Parkway when there is fog. Please use an alternate route.

### **GPS Address:**

Again, we recommend use of the above directions before GPS, but if you do use it, please use Wintergreen Dr. Roseland, VA. If any mapping directions take you on the Blue Ridge Parkway, please read the notes under the directions above.

Precise GPS Coordinates: **X:** 37.9043 **Y:** -78.9692

### **Online Mapping & Directions Sites**

Much like GPS, online mapping sites such as MapQuest and Google Maps have difficulty selecting appropriate paths through the Blue Ridge Mountains.