

Annual Conference Information – Important – Please Read Below!!

Below is general information in regards to the annual conference. Please feel free to call or email Danielle Belina (402-434-5660 ext. 233 or danielle.belina@nacone.org) with any questions or concerns.

Wednesday, December 9th will be affiliate education and/or business meetings the entire day. Affiliate presidents are currently working on their education for the day. Affiliate presidents have been asked to have their agenda in by October 9th. Lunch could potentially be provided by your affiliate in your education/meeting room but is not being provided by NACO on a large scale at this time. County commissioners/supervisors will have education on Wednesday afternoon (1:30-4:30 p.m.)

Thursday, December 10th is currently being planned as the NACO opening session, general education and business meeting day. The opening session will occur in the morning on Thursday and will be followed by general education that is applicable to all office (HR/Succession Planning and Ethics, Accountability and Disclosure). NACO is currently working with a vendor to supply lunch to all those who attend Thursday's session.

Hotel reservations are scheduled to open on September 25th at 10 a.m. central. We recommend reserving a room as if you will have education on Wednesday morning. When your affiliate education/meeting schedule becomes available and that changes what nights you need reservations, please cancel the reservation you do not need immediately. (ex. Danielle is going to reserve rooms for Tuesday and Wednesday night and a week after making the reservation, the agenda is available and Danielle's group is not meeting until Wednesday afternoon so she no longer needs the Tuesday night reservation. Danielle is going to call THAT DAY and cancel her room reservation for Tuesday night so it's available).

- **MASKS ARE REQUIRED DURING THE CONFERENCE, INCLUDING ALL EDUCATION AND BUSINESS MEETING SESSIONS-This is a NACO policy, not a Younes requirement.**
- All seating on Wednesday will be theatre style, which means no tables in any education/meeting rooms.
 - All seating on Thursday will be at large rounds in the Diamond Ballroom.
- There will be no evening activities throughout the conference, this includes no hospitality rooms or vendor meals/events in the evening.
 - Vendors will be there but there will be a limited number of them in the vendor hall
- We are not setting scheduled vendor visit times, vendors will be there from 10 a.m.-5 p.m. on Wednesday and from 8 a.m.-4:30 p.m. on Thursday. Please stop by to see the vendors when you feel comfortable
- No printed materials will be available on site. NACO will have the program and all other materials available on our website prior to the conference-please check the website and feel free to print off information or make it available on your personal electronic device. NACO will also be utilizing the NACO event app.