



CSDA's Special District Board Secretary/Clerk Conference™ • Santa Rosa, CA • October 27-29, 2025

Conference Registration Form



Hyatt Regency Sonoma Wine Country | 170 Railroad Street | Santa Rosa, CA 95401

Three Ways to Register

- 1** ONLINE by visiting the CSDA Board Conference Secretary website at <https://csda.net/boardsecretary>.
- 2** FAX your registration form to 916-520-2465. EMAIL your registration form to membership@csda.net (All faxed/emailed forms must include payment)
- 3** MAIL to CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. (please include registration form along with payment. Check should be made payable to: California Special Districts Association).

ONE FORM PER REGISTRANT. PLEASE MAKE COPIES AS NEEDED.

Name/Title:		
District:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		
Special Needs (Including Dietary):		
Emergency Contact Name:	Emergency Contact Phone:	

BOARD SECRETARY/CLERK CONFERENCE OPTIONS

Current Certificate Holder: <input type="checkbox"/> YES <input type="checkbox"/> NO
I will be participating as: <input type="checkbox"/> First-Time Attendee <input type="checkbox"/> Advanced/Returning Attendee
EARLY BIRD REGISTRATION - On or Before Friday, September 26, 2025 <input type="checkbox"/> SDRMA Member** - \$760 <input checked="" type="checkbox"/> CSDA Member - \$825 <input type="checkbox"/> Non-member - \$1,650
REGULAR REGISTRATION - AFTER September 26, 2025 <input type="checkbox"/> SDRMA Member** - \$825 <input type="checkbox"/> CSDA Member - \$890 <input type="checkbox"/> Non-member - \$1,780
PRE-CONFERENCE WORKSHOPS: <input type="checkbox"/> NEW! Words That Work: Mastering the Craft of Staff Reports, Agenda Titles, and Meeting Minutes* OR <input type="checkbox"/> NEW! The Essential IT Toolkit for Board Secretaries and Clerks* <i>*Optional/Additional Fee</i> <input type="checkbox"/> CSDA Member - \$325 <input type="checkbox"/> Non-member - \$650
TOTAL \$

PAYMENT INFORMATION

<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover			
Acct. name:	Acct. number:		
Expiration date:	Zip Code:	CVC code:	Authorized signature:

**SDRMA property/liability and/or workers' comp members – health benefits only do not qualify for discount.

Mail, fax or email completed form to:
 California Special Districts Association
 1112 I Street, Suite 200
 Sacramento, CA 95814
 Fax: 916.520.2465
 Email: membership@csda.net

Questions?
 Please contact us toll-free:
 877.924.2732

Cancellations/Substitution Policy: Cancellations must be in writing and received by CSDA no later than September 26, 2025 at 5:00 PM. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after September 26, 2025. Substitutions are acceptable and must be done in writing no later than October 23, 2025 at 5:00 PM. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.

Consent to Use Photographic Images: Registration and attendance at, or participation in, CSDA meetings and other activities constitutes an agreement by the registrant to for CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

AI Usage Policy: To ensure the integrity and privacy of our sessions, AI-powered note-taking, transcription, or automated content generation tools (such as AI-assisted summaries or recordings) are not permitted. Participants are welcome to take manual notes, but the use of AI-driven tools for capturing or distributing session content is strictly prohibited. Unauthorized use may result in removal from the event. Thank you for respecting our guidelines.

Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.csda.net/about-csda/who-we-are.

CSDA's

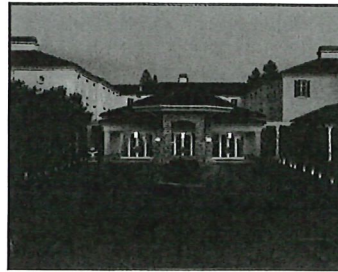
Board Secretary/Clerk Conference & Certificate Program™

Whether you're a first-time attendee or a seasoned board secretary/clerk, ongoing education is essential. To showcase your commitment to excellence, CSDA created the Board Secretary/Clerk Certificate program designed to provide education on the diverse responsibilities and complexities of your role.

For first-time attendees, this certificate program provides a comprehensive foundation, equipping you with essential skills and insights to build your knowledge base.

For returning attendees, each year brings expanded learning opportunities with fresh, specialized breakout sessions designed to deepen your expertise and keep you up to date on new developments and trends that help you excel.

Earn your certificate and continue your professional journey with CSDA—this popular conference is your gateway to exceptional growth!



DATE & LOCATION

October 27 – 29, 2025

Hyatt Regency Sonoma Wine Country

170 Railroad Street
Santa Rosa, CA 95401

CSDA room reservations in the CSDA room block start at the rate of \$157* (or prevailing federal per diem at time of check-in, as of 06/10/25, per diem is \$157) plus discounted \$10 destination fee plus tax and fees per day. Self-parking is reduced to \$12 per night for the CSDA room block and valet is \$28 per night. The room reservation cut-off is October 6, 2025; however, space is limited and may sell out before this date. One Night Non-Refundable Deposit/ Non-Refundable Balance Due 30 Days Prior to 11:59 PM Local Time The Day of Arrival.

Attendees will be emailed a link to obtain reservations at the CSDA rate within 24 hours of registering for the conference.

Hotel Sun - Thurs.
\$705 PLUS TAX

DON'T LEAF SUCCESS TO CHANCE

JOIN US!



Credit Incentive Program Points

Special District Risk Management Authority is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit Incentive Points can be earned based on an Agency's attendance at the Board Secretary/Clerk Conference as well as the webinars and workshops associated with the Board Secretary/Clerk Certificate.

[*SDRMA Credit Incentive Program Points]

CSDA's Confrence: Board Secretary/Clerk Conference & Certificate Program

Date: Monday, October 27 thru Wednesday 29

Santa Rosa, CA.

Cost for Conference: \$825.00 \$ 825.00

Cost of Hotel: \$157 a night total cost \$705 \$ 705.00

Milage Cost: 359.80 total of 514 miles. \$ 359.80

Estamated Cost: \$ 1,889.80