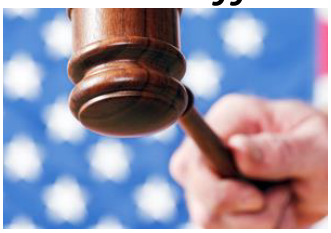
"I Second That Motion"

Focused Session on Procedural Rules for Public Officials



Thursday, September 17th, 2026
WCU at Biltmore Park, Asheville, NC
10:00 a.m. to 4:00 p.m. (on-site check-in begins at 9:30 a.m.)

The Local Government Training Program and UNC's School of Government are partnering to host a workshop focusing on board procedures. UNC School of Government faculty member Kristina Wilson will address topics of abiding interest to local government officials. This workshop will be split into two sessions with Wilson discussing rules of procedure for local government boards, paying special attention to common procedural problems.

Morning Session:	**Afternoon Session:**
• Open Meetings Law • Public Records Law • Conflicts of Interest	• Board Procedures • Ordinance Authority • Quorum • Voting • Public Comment

Who should attend: Elected and appointed officials (including local government board members), city and county managers, attorneys, and city and county clerks. *"This is a LELA 201 level course in the Local Elected Leaders Academy, and participants will receive 6 credits towards their Master recognition level for attending.*

The NCACC provides discounts for county commissioners who attend LELA classes. The discounts are applied in the registration process (please contact Bob Boylan for NCACC discount information).

Registration: You may register online at **https://wcupg.wcu.edu/C20252_ustores/web/product_detail.jsp?PRODUCTID=1362&SINGLESTORE=true**(Link works best in Chrome)
The registration fee is $85.00 (includes lunch).
Registration ends September 10th or when the class reaches capacity (65 attendees). *Confirmations will be sent via email to the email address provided at registration.*

Program Sponsors:

LOCAL ELECTED Leaders ACADEMY

UNC SCHOOL OF GOVERNMENT

Western Carolina UNIVERSITY | Local Government Training Program

For additional information contact LGTP director Bob Boylan at rcboylan@wcu.edu or (828) 227-3442. The course will be held at the WCU campus at Biltmore Park in Asheville, NC. Parking is free in the parking deck adjacent to the WCU building. Please park on Level 2 or above.

Directions to Biltmore Park: https://www.wcu.edu/discover/locations/biltmore-park/directions-and-parking.aspx