



Colorado Council of Genealogical Societies

PO Box 40270, Denver CO 80204

REGISTRATION FOR SOCIETY MANAGEMENT WORKSHOPS

NAME _____

MEMBER SOCIETY _____

POSITION(S) HELD PAST AND PRESENT _____

YOUR EMAIL _____ **YOUR PHONE** _____

I WOULD LIKE TO ATTEND THESE SESSIONS: (PLEASE NUMBER THE WORKSHOPS IN ORDER OF PREFERENCE: 1 = FIRST PREFERENCE, 2 = SECOND PREFERENCE, ETC.)

- _____ COOL PROJECTS FOR SOCIETIES
- _____ FINDAGRAVE AND BILLION GRAVES: WORKING WITH SOCIETIES
- _____ SOCIETIES AND LIBRARIES: WORKING TOGETHER
- _____ PUBLIC RELATIONS AND PUBLICITY: GETTING THE WORD OUT
- _____ SOCIAL MEDIA, BLOGS, AND FACEBOOK: SPREADING THE WORD
- _____ BUILDING MEMBERSHIP: IDEAS FOR KEEPING MEMBERS INTERESTED
- _____ WEBINARS AND VIDEOS: SHOWCASING YOUR SOCIETY
- _____ HOW TO PUT ON PROFITABLE SEMINARS
- _____ PROGRAM CHAIRS: IDEAS FOR PROGRAMS AND EVENTS
- _____ EDITORS: HOW TO FILL YOUR PUBLICATIONS WITH INTERESTING CONTENT & PRINT VS ELECTRONIC PUBLISHING
- _____ PRESIDENTS: LEADING THE SOCIETY
- _____ TREASURERS: MANAGING THE BUDGET AND THE BOTTOM LINE
- _____ VOLUNTEERS AND VOLUNTEERING: INTERESTED IN JOINING THE BOARD: SERVING AS AN OFFICER? JOINING THE WORKER BEES? QUESTIONS AND ANSWERS HERE
- _____ BYLAWS, PROCEDURE MANUALS, AND DOCUMENT RETENTION POLICIES
- _____ COUNCIL: DO YOU KNOW ALL THE BENEFITS?
- _____ SPEAKERS' BUREAU: AN AID FOR PROGRAM CHAIRS
- _____ YOUR SOCIETY WEBSITE: IS IT SERVING YOUR NEEDS?

The syllabus will be available online for your personal download by Sept. 23 at www.cocouncil.org.

Avoid the cost of the paper syllabus by downloading *unlimited* number of copies of the syllabus PDF for your personal (and society's) use.

Paper Syllabus = \$15.00 each. ORDER PAPER SYLLABUS BY SEPT. 23. The syllabus goes to the printer Sept. 24, so no paper copies will be orderable after that.

_____ I would like to order (how many?) syllabus. \$15.00 per copy.
Make out check to: "CCGS"

Only pre-ordered syllabi will be available at the workshops.
No extra paper syllabi will be available at the workshops.

Doors open at 9:00 AM.

Registration: B2 Lower Conference Level
Opening Session: B2 Lower Conference Level
Denver Public Library, Central Library, 13th and Broadway, Denver

Please direct questions to the registrar:
Gail Arnert
gailarnert@yahoo.com
303.755.1179

SEND REGISTRATION AND CHECK FOR SYLLABUS TO:

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