

Additional Information



PSATS' 2020 Conference Timeline

Keep handy for your reference.

December 5, 2019

Conference publicity materials are mailed to all members. We will again be offering our easy 1-step conference registration and room reservation process! A “How to Register” video is available at conference.psats.org, which will show you how to register for the conference and obtain lodging. Also, be sure to **have all PSATS Member info updated at connect.psats.org (include newly elected officials)**.

January 14, 2020

Conference registration and room reservation system opens at 9 a.m. at conference.psats.org.

Need help? Call the PSATS Conference Registration and Hotel Reservation Help Desk starting at 9 a.m. at (717) 763-0930, ext. 190, or watch our informational “How to Register” video at conference.psats.org.

Upon completing your registration, you will receive an email confirming the details.

May 3-6, 2020

Obtain conference credentials: Report to the PSATS check-in area in the Chocolate Lobby at the Hershey Lodge to obtain your conference welcome packet and name badge.

January 6, 2020

At your January organization meeting, be sure to:

- 1) Authorize attendance for those going to the conference.
- 2) Choose your “voting delegate” (must be a supervisor, secretary, treasurer, or manager).

March 27, 2020

Hotel confirmations will be sent by each hotel to those with room reservations indicating confirmed room nights, room type, and names of other occupants.

April 8, 2020

Free live webinars for first-time attendees (at 10 a.m. and again at 1 p.m.). Sign up at conference.psats.org.

More information is available at conference.psats.org.



Don't Miss These Events

Be Sure to Sign Up!

Sunday, May 3

PSATS Grassroots Advocacy Network Reception

4:15 - 5:15 p.m. ♦ Hershey Lodge, Aztec Room



Free but preregistration is required.

For network members, it's a "thank you" for being involved. For others, it's an invitation to get involved!

You are invited to the 2020 Grassroots Advocacy Network Reception! Meet and greet your fellow network members, share in the network's success stories, learn what's on the horizon in 2020, and meet PSATS' new Director of Government Relations Joe Gerdes.

Even if you're not yet a network member, attend this reception and find out why getting involved should be a top priority for your township.

While attendance at the reception is free, preregistration is required. If you plan to attend this event, please be sure to make a reservation when you register for the conference.

First-Timers Meet-and-Greet Reception



5:30 - 6:30 p.m. ♦ Hershey Lodge, Empire B, C, & D

Free for all first-timers and their mentors, but preregistration is required.

(This event is for first-time conference-goers only.)

Conference newcomers are invited to this casual get-together, where they will meet members of the PSATS Executive Board, staff, and fellow township officials who have volunteered as ambassadors to mentor first-timers during and after the conference.

We encourage you to take advantage of this opportunity to ask "veterans" about the conference, including what goes on, how to find your way around, what's the best time to visit the exhibit hall, and where to dine. We're here to help make your first conference experience a positive one. Snack food, beverages, and door prizes will be available!



1920's-Themed Buffet Reception

6:30 - 8:30 p.m. ♦ Hershey Lodge, Chocolate Ballroom

\$30 per person for buffet (must be registered for the conference)

Calling All Guys and Dolls! Join Us at Our "Roaring '20s" Welcome Reception

The PSATS Executive Board and Trustees invite all conference attendees — delegates, guests, and exhibitors — to join them for a roaring good time to start the 2020 Conference. Come as a flapper or come as a star; come as a gangster or come as you are! It's going to be fun no matter your dress; just bring yourself, and we'll do the rest! Either way, put on your glad rags 'cuz it's gonna be the cat's meow! This event is quickly becoming an attendee favorite so register early to make sure you get a seat. You won't want to miss it!



Monday, May 4

State Capitol Tours ♦ 3:30 - 5 p.m.

\$10 preregistration fee is required

If you've never visited Pennsylvania's Capitol, this is your opportunity to see some spectacular art and architecture — from the 272-foot, 52 million-pound dome inspired by Michelangelo's design for St. Peter's Basilica in Rome to the Mercer mosaic tile floor in the rotunda.



These popular tours are first-come, first-served and fill up quickly so be sure to register early! Please note that when you register for the Capitol Tour, you will not return to the Hershey Lodge until the conclusion of the Legislative Reception at 6:30 p.m.

PSATS Legislative Reception ♦ 5 - 6:30 p.m.

Keystone Building, State Capitol Complex

Free but preregistration is required

Don't miss this opportunity to meet with lawmakers!

Join forces with other township officials from across the state and meet your elected state senators and representatives at PSATS' Legislative Reception. An array of food and beverages will be available from providers in the state Department of Agriculture's "PA Preferred" program.



If you plan to attend the reception, please be sure to register for it. Your ticket for the event will be provided when you check in at the conference.

Dessert Reception

8-9 p.m. ♦ Hershey Lodge, Cocoa Suites 2 & 3

Free

Be sure to save room for some dessert after dinner Monday evening and stop by the Cocoa Suites for some ice cream and other goodies.

Relax and enjoy an evening of conversation with friends, new and old.



Tuesday, May 5

Secretaries-Managers Thank-You Luncheon

Noon - 1 p.m. ♦ Hershey Lodge, Empire Suite

\$10 for secretaries or managers who register for the conference and \$25 for all others

Please join us for a special hour of celebration and networking at PSATS' Annual Secretaries-Managers Thank-You Luncheon!

PSATS is once again hosting a special luncheon at its 2020 Annual Conference to honor townships' hard-working secretaries and managers, who keep townships running smoothly from day to day. This is also a great opportunity to network with your peers and share valuable information.

Everyone is invited, but space is limited so register early! Our ever-popular Township Secretaries and Managers Q&A will follow the luncheon.



PSATS Conference Mentor-Mentee Program

Where you can learn from experienced township officials and establish an ongoing peer-to-peer relationship

Mentor's Role

- Reach out to mentee prior to the PSATS Conference.
- Share best practices for good local governance.
- Share knowledge about PSATS' services and assistance.
- Meet your Mentee at the First-Timers Meet-and-Greet Reception Sunday, May 3.

Mentor Expectations

- Must register for (and attend) the upcoming Annual PSATS Conference.
- Must have attended at least one PSATS Conference in the last three years.
- Must support the mission and goals of PSATS.
- Ideally, has an email address for ease of communication.

Mentee Benefits

- Improved conference experience:
 - ◆ Understand what to expect from the conference ahead of time.
 - ◆ Learn to navigate the conference facility.
 - ◆ Ask the mentor questions about the conference and local government anytime.
 - ◆ Network with the mentor and others during and after the conference.
- Clear knowledge of PSATS' services prior to needing them.
- An experienced person to contact for ideas, advice, and support when needed.



If interested in participating as a **mentor or **mentee**, please call PSATS at (717) 763-0930, ext. 189, or note it on your conference registration.**

Timeline for Mentor-Mentee Relationship



Prior to the Conference

- Mentor reaches out to the mentee by phone to:
 - ◆ Share contact information.
 - ◆ Set up a time and place to meet if other than the First-Timers Meet-and-Greet Reception on Sunday, May 3.
 - ◆ Discuss various facets of the conference (general sessions, workshops, exhibit show, Welcome Reception, etc.).
 - ◆ Inform of First Timers events (webinar and First-Timers Meet-and-Greet Reception).
- ◆ Suggest what workshops might be good to attend and explain how the workshops are categorized by tracks.
- ◆ Make sure the mentee understands the role of PSATS and the services it provides.
- Mentor follows up with the mentee.
- Mentor calls or emails the mentee right before the conference to remind them of their meeting location.

At the Conference

- Mentor and mentee attend the First-Timers Meet-and-Greet Reception together on Sunday, May 3, from 5:30 to 6:30.
- Mentor and Mentee meet to take a casual tour of the Lodge.
- Mentor is available for questions, general guidance, and directions.

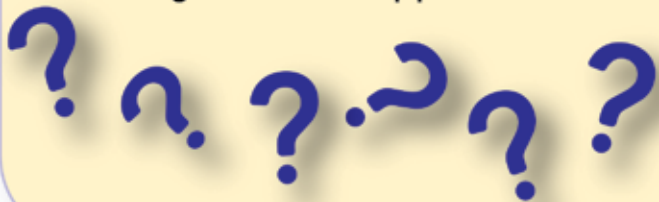
After the Conference

- Mentor reaches out to the mentee a week to 10 days after the conference to discuss the mentee's conference experience.
- Mentor reinforces what PSATS does and what services it has to offer townships and their elected officials and staff.
- If desired, both stay in touch and reach out to each other after the conference to assist with any further questions or comments.



What Is the Power of One?

The Power of One is a **personalized volunteer initiative** that urges PSATS' members to get involved with the association through various opportunities.



Why Should I Volunteer?

- Opportunities respectful of your busy schedule
- Building relationships with fellow local leaders
- Overall rewarding experiences



What Opportunities Are Available?

- Help at the Annual Conference
- Help at a regional PSATS class
- Contact a legislator
- Share an experience with the Township News
- Post on the Discussion Group
- Like and share posts on Facebook

How Can I Get Involved?

Visit psats.org, and click on the "Power of One" button



Call 717-763-0930, ext. 189



GUEST PROGRAMS

Note: Guests must be registered for the 2020 Conference to attend guest programs. Conference name badges are required for participation. If PSATS cancels any guest program for failure to meet minimum registration, a full refund will be provided. A PSATS chaperone will be present on all guest programs.

MONDAY, MAY 4

Longwood Gardens Walking Tour • 9:30 a.m. to 4 p.m. • \$65

Longwood Gardens, home to more than 1,000 acres of captivating colorful gardens, is an ever-changing wonderland with more than 20 outdoor gardens and 20 indoor gardens and 11,000 types of plant life and trees. World traveler and entrepreneur Pierre du Pont purchased the property in 1906 and made it into what it is today with elaborate designs, fountains, and the world-renown pipe organ composed of 10,010 pipes divided into 140 ranks. Join us for a wonderful self-guided walking tour of these magnificent gardens with lunch on your own and at your leisure at one of the onsite restaurants. The bus departs the Lodge at 9:30 a.m. and will return to the Lodge by 4 p.m.



Baseball Game • 5:30 to 9:30 p.m. • \$40

Join us for an evening of America's favorite pastime when the Harrisburg Senators, the AA affiliate of the 2019 World Series Champion Washington Nationals, play the Hartford Yard Goats, the AA affiliate of the Colorado Rockies. The ticket includes a premium reserved seat behind home plate, an all-you-can-eat ballpark dinner buffet, and transportation to and from the ballpark. The bus departs the Lodge at 5:30 p.m. and will return to the Lodge by 9:30 p.m.



TUESDAY, MAY 5

Sight and Sound Theatre & Lunch • 9:30 a.m. to 5:30 p.m. • \$99



Set in the opulent yet perilous Persian Empire, "Queen Esther" is a captivating tale of beauty and bravery. Esther's ordinary life changed forever when she was taken through the palace doors, entering a new world of royalty and risk. With a crown on her head and a secret in her heart, can she find the courage to trust in God's plan and believe that she was made for such a time as this? Experience one of the most riveting Bible stories of the Old Testament as it comes to life with magnificent sets, special effects, and live animals in this brand-new, original stage production! Be sure to register early to secure premium seats; registration closes February 1. The bus departs the Lodge at 9:30 a.m., lunch will be served at 2 p.m., and the bus returns to the Lodge by 5:30 p.m.

WEDNESDAY, MAY 6

Pennsylvania Bingo • Hershey Lodge • 9 to 11 a.m. • \$30

Join fellow bingo enthusiasts for a morning of fun and games with "Pa. Bingo". Twenty games of bingo will be played, and all prize baskets contain Pennsylvania-made products. The games start at 9 a.m. and will end by 11 a.m.

