



South Dakota Association of Conservation Districts  
PO Box 515 • 221 N Main Street • Presho, SD 57568-0515  
E-mail: [sdoffice@sdconservation.net](mailto:sdoffice@sdconservation.net) [www.sdconservation.org](http://www.sdconservation.org)  
Phone: 605-895-4099 or 1-800-729-4099

## 2024 Convention Registration Information

Please share these convention materials with your supervisors and partners. Please direct your questions regarding the convention to Angela Ehlers, SDACD, 605-895-4099 or 1-800-729-4099. Convention materials can also be found at the SDACD web site.

**PLEASE READ - IMPORTANT: Memorial Service:** As in the past, we will continue to honor those involved in the conservation district movement (past and present) who have died since the last convention (September 1, 2023. "Involved in conservation" includes board officials, auxiliary members, district employees, NRCS/agency staff, and other friends of conservation. We try to include a brief biography and photo of each person in the memorial service. If your conservation district knows someone that should be included in the memorial, please submit a short biography (about one-two paragraphs) and a photo or digital image to the SDACD office by September 5. If submitting a digital image, I would prefer .tif files, but almost any type will work - just keep the dpi (dots per inch) below 150 or the image file becomes too big. Please include "MEMORIALS" in the subject line of your email so that the message receives proper attention.

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**convention programs:** A draft program is enclosed. Note the Conservation Commission will meet at 7:00 am Monday morning.

**registration forms:** The enclosed registration form is also a downloadable "fill-in-the-blank" form that can be e-mailed. Please use a separate registration form for EACH person attending (includes supervisors & spouses).

**auxiliary silent auction/country store:** A SDSU scholarship is funded by the Auxiliary through country store/silent auction. SDACD encourages districts to support the Auxiliary by contributing items. What to contribute? Use your imagination to bring something you would like to buy - local foods, toy tractors, craft wine/beer, tools, crafts, etc. Please drop off your items at convention headquarters, with the donor clearly identified.

**conservation commission appointment nominations:** Nominations are needed this year for area 1 (northeast) and area 2 (southeast). Notice is enclosed.

**pre-registration:** Please note the following items:

1. Registration is simplified so all pay the same registration fee (except guest registrations).
2. Pre-registration provides SDACD more accurate planning estimates and allows us to prepare your convention packet including meal tickets, name badges, etc. prior to your arrival. To encourage pre-registration, late fees will be charged to on-site registrations. Pre-registration will save each registrant \$25.00.

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3. Pre-registration deadline is September 3.
4. Guests/spouses are charged a small registration fee. Please use a separate registration form so that badges may be prepared. This registration does not include meals.
5. Please note on the registration your affiliation so that your badge is accurate - NRCS employees should be noted as NRCS and not "district."
6. Except spouses or guests, **registrations include meals and breaks**. Please indicate on the registration form if you need additional tickets for a function.
7. Please let us know on the registration form if you have dietary or special needs we should know about so that arrangements can be made to accommodate you.
8. Full payment is required with submission of registration forms. Checks or money orders should be made payable to SDACD. Our tax ID number is on the registration form.
9. A *limited* number of extra meal tickets will be available at the convention. If you find you need an extra one when you arrive, we will do our best to accommodate you.
10. Please make a copy of the registration forms for your records.

**refunds:** The following policy will apply. It is the same policy as previous years.

1. No cash refunds will be made at the convention.
2. Refunds must be requested in writing to the SDACD office. Requests must be received at least five (5) days prior to the convention. No single event cancellations are allowed.
3. Twenty dollars (\$20) will be withheld from each registration refund (\$10 for spouse registrations) as a non-refundable contribution to the SDACD Endowment Fund. Ten dollars (\$10) will be withheld from the organization's first refund for administrative costs.

**room reservations:** Room lottery requests should be sent to Deanna at Codington Conservation District (882-4989 or [codingtoncd@sdconservation.net](mailto:codingtoncd@sdconservation.net)) by Thursday, Aug. 1 (expect an email from Deanna containing more details). There is usually a waiting list for rooms at the convention facilities. Notification of who received those rooms will be distributed via e-mail. Remember, you can only get rooms at the convention facility through the lottery unless you are part of the Board of Directors special block. The rate at the Watertown Ramkota (convention facility) is \$99.99/per night.

**Sunday recognition supper:** Chuck Pyle & friends within USFWS-PF&W generously volunteered their services to present a steak supper at the Codington County Extension Center. Directions will be available. The supper will also be the site for our annual awards and memorial program. Please note this event is the FIRST evening of the convention.

**SDACD awards:** Information was emailed to conservation district offices but is included in this packet as a reminder the nominations need to be submitted soon. Awards information & forms are also posted on SDACD web site: [sdconservation.org](http://sdconservation.org).

**by-law amendment proposals/resolutions:** No by-law amendment proposals were received. Per the by-laws, proposals to amend SDACD by-laws must be submitted in writing to each of the districts at least thirty days prior to convention (September 14). To date, no resolutions were submitted. Resolutions may also be submitted during convention.