

# BUY IN!

SOUTHEASTERN VIRGINIA COMMUNITY ASSOCIATIONS INSTITUTE

Return by Mail to: 4867 Baxter Road Suite 104 | Virginia Beach, VA 23462 | Fax to: 757-558-8129  
or Scan + Email to: [info@sevacai.org](mailto:info@sevacai.org) | or register online at [www.cadayvirginia.com](http://www.cadayvirginia.com)

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★ ★ ★ 5<sup>TH</sup> REGISTRATION IS FREE!

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A reservation made is a reservation paid. Written reservations and cancellations must be made by 10 am on February 26, 2023.  
Questions and Credit Cards? Please call the Chapter @ 757-558-8128, or contact us at [info@sevacai.org](mailto:info@sevacai.org) or [www.sevacai.org](http://www.sevacai.org)

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## MARCH 18, 2023

7:30 AM - 4:00 PM

Virginia Beach Convention Center

[WWW.CADAYVIRGINIA.COM](http://WWW.CADAYVIRGINIA.COM)

# HIT THE JACKPOT!

## Education Circuits

PHASE ONE | 9:00 AM - 10:15 AM

### HOUSE RULES

Role of the Board & Manager • **Beginner Track**

This class will convene a basic board meeting to demonstrate the various segments, and how the meeting should flow from one portion to another. Then, the facilitators will review Board Member responsibilities and a Manager's typical contractual obligations, and discuss when those expectations cross the line to become overly burdensome, outrageous, or outside of the contract.

### PIT BOSS

Site Safety • **Advanced Track**

The number of "active shooter" incidents across the US is on the rise, and Community Associations are not immune from this trend. This is an interactive class designed to help Common Interest Community Association volunteer leaders, managers and owners understand the threats posed by active shooters and provide actions to make good decisions should an incident occur.

### EYE IN THE SKY

Remote Engagement • **Outside the Box Track**

Since the pandemic forced many businesses to move employees out of the office, remote work has become commonplace but presents new challenges to employers. Successfully managing remote employees requires extra effort to keep them engaged and productive. Employers also need to consider legal risks, such as wage and hour issues and disability law. This session will discuss best practices for managing remote workers and mitigating the legal risks that remote work presents.

PHASE TWO | 11:15 AM - 12:30 PM

### MONEY MONEY MONEY!

Financials 101 • **Beginner Track**

Money, money, money! You collect it, you spend it... but do you understand tracking it? If you find yourself quickly flipping past the financials or wondering what the balance sheet actually shows, this is the class for you! Learn the basics of regular financial reports and get insight into annual audits, reviews and compilations for your community.

### PLAYING YOUR CARDS RIGHT

Staying Out of Hot Water • **Advanced Track**

Keeping our communities in compliance and out of trouble is the goal of every association. This session will address how associations can handle accommodation & modification requests, along with possible fair housing issues.

### WHEN TO HOLD, WHEN TO FOLD

Time & Life Management • **Outside the Box Track**

Welcome to our CA Casino. The House is bankrolling you an exceptional line of credit amounting to 86,400 chips - all to be spent today. But it isn't money. It's the number of seconds in your day. Let's spend 3,600 seconds chatting about running the tables in your favor to maximize your well-being and the time you spend in "Flow." Examine two case studies: Yale University and Navy Seals. Learn to place bigger bets on yourself using simple, self-coaching practices & tools.

PHASE THREE | 2:15 PM - 3:30 PM

### COVER YOUR BETS

Reserve Studies & Insurance • **Beginner Track**

Insurance costs are rising across the country and deferred maintenance has been a large factor contributing to insurance claims. Find out why a Reserve Study is critical to your HOA. The course will cover reserve funding and preventative maintenance, budget considerations, Best Practices, safety and the impact on your insurance premiums and claims.

### ROYAL FLUSH

Water Meters • **Advanced Track**

There are many things besides leakage that can cause problems with the water meter reading. Low water pressure, sudden surges of water pressure, air in the water pipes, or a problem with a valve in one of your plumbing fixtures. There may also be a fault in the pressure regulator in the water meter itself. Our speakers will walk you through the potential reasons and offer solutions to address these issues.

### PROTECTING THE HOUSE

Going Green • **Outside the Box Track**

Practical and legal guidance regarding solar panels and electric vehicle charging stations in community associations. A review of the statutes, and governing document considerations. Includes discussion on practical considerations - installation and maintenance.

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### REGISTRATION FEES

REGISTER BEFORE FEBRUARY 18, 2023

Members: \$65

Non-Members: \$95

REGISTER AFTER FEBRUARY 18, 2023

Members: \$95

Non-Members: \$125

**REGISTER 4 PEOPLE FROM THE SAME ASSOCIATION AND THE 5TH ONE IS FREE!**



CA Day 2023 Trade Show + Education Expo is proudly presented by McKown Pressure Wash, Painting & Contracting. Visit them and many other sponsors + business partners in the exhibit hall!

Counts towards 7 hours of continuing education for CAI's CMCA® and AMS® Manager designations.