



## WMCA DISTRICT VII MEETING

**DATE:** Friday, November 6, 2015

**LOCATION:** Town of Matteson Town Hall  
N10891 Jepson Rd.  
Clintonville, WI 54929

**HOST CLERK:** Mike Mehlberg, Town of Matteson

**COST\*:** \$14.00 for Members \$24.00 for non-members

### AGENDA

**8:30 – 9:00 AM** Registration with assorted donuts & coffee

**9:00 – 12:00 Noon** **Open Records, Records Retention, Publication of Notices** with Dan Hill of UWEX  
What is an open record or an open record request? How long do I have to keep this document? Class 1 versus Class 2 notices.

**10:30–10:45 AM** Break

**12:00 – 1:00 PM** **Lunch and District VII Business Meeting**

**1:00 – 2:30 PM** **Legislative Updates** with Curt Witynski, League of WI Municipalities  
An update on what’s going on in Madison and how it will affect your municipality

**2:30 – 2:45 PM** **Break with Dessert Bars & Sodas and Water**

**2:45 – 4:00 PM** **Cracker Barrel: Act 274 Reminders & Discussion**  
It’s that time again, delinquent water bills added to the tax roll. Are you ready for the new procedures?

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[This meeting is worth 6.5 credit hours toward WMCA Certification.]

There is no partial day registration – the fee is non-negotiable.  
Cancellation Policy: 50% of registration will be forfeited upon cancellation prior to the deadline and 100% of the registration fee will be forfeited upon cancellation after the deadline.

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**DISTRICT VII MEETING REGISTRATION FORM – One Form Per Registrant**  
**Meeting Date: Friday, November 6, 2015**

**For On-Line Registrations:** On-line registration is available until 5:00 pm on Tuesday, November 3, 2015, with the option to pay by credit card or mail-in a check after registration. For online registration go to: <http://wisclerks.org/education-training/DistrictMeetings/>

**For Mail-In Registrations:** Make check payable to **WMCA** and mail it in with Page 2 to: WMCA, 1414 Montclair Place, Fort Atkinson, WI 53538. **Must be postmarked** by Friday, October 30, 2015.

Name: \_\_\_\_\_ Total Amount Enclosed: \$ \_\_\_\_\_  
Title: \_\_\_\_\_ Member ( )  
Municipality: \_\_\_\_\_ Non-Member ( )

**Lunch Choices:** The caterer would like to know which sandwich you would probably take so that he makes the right amount of each meat. So please choose one. There will also be a Relish Tray; Potato Salad; Cole Slaw and sodas and water.

- Hot Beef Sandwich
- Hot Turkey Sandwich
- No Sandwich – I will eat the salads & relishes only
- Special Needs - \_\_\_\_\_

**Total Occupancy: 64**

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If you have any agenda questions, contact one of your District Directors - Racquel Shampo-Giese at [gieser@combinedlocks.org](mailto:gieser@combinedlocks.org) or Vicki Tessen at [vtessen@vokimberly.org](mailto:vtessen@vokimberly.org)