



Municipal Treasurers Association of Wisconsin

MTAW President
Barb Guckenberger, CMTW

Dear Municipal Treasurers and Financial Professionals:

There is still time to register for the UW-Green Bay Treasurers Institute on July 14-19 at the Radisson in Green Bay, WI!

UW-Green Bay (UW-GB) Treasurers Institute is the most powerful tool available to a Municipal Treasurer. The International Institute of Municipal Clerks (IIMC) and the Association of Public Treasurers of the United States and Canada (APT US&C) have set forth guidelines and accredits the UW-Green Bay Institute. It is one of the largest Institutes which offers more specialized training than anyone else in the United States.

This five-day program offers training for the essential duties of the treasurer's positions. It introduces innovative ideas to take back to boards, teaches federal and state statutes and offers opportunities to network with professionals for exchanging ideas and support needed for the successful operation of an increasingly complex local government entity.

- Year one teaches Government Accounting, Government Accounting for Towns, How to Prepare for an Audit, Developing a Budget, Duties and Responsibilities of the Treasurer, Tax Roll Preparation, Tax Collection and Settlement, Ordinances, Resolutions and Policies.
- Year two classes include Records Management, Borrowing and Debt Management, Bill It, Will They Pay?, Financial Planning and Levy Limits, State Sales Tax Requirements and Business Writing.
- Year three instructs you in Basic Employment Law, Cash Flow Management, Technology, Fraud, Working with Boards, Commissions and Councils, Ethics and Conflicts of Interest, Liability of Local Government and Officials and the Treasurer's Role in Emergency Management

When I was elected as the Treasurer for the City of Oak Creek, the former Treasurer had resigned. While there were people there to assist me, there was no one who could teach me everything I needed to know and do. The UW-GB Treasurers Institute was instrumental in preparing me for my duties and responsibilities.

Through this program, I learned the statutory duties of the Treasurer, made lifelong friends and created a network of other Treasurers. I truly believe that this three-year program was instrumental in helping me to succeed as a professional Municipal Treasurer. For more information and to register for this year's Treasurers Institution, go to uwgb.edu/govt/clerks-treasurers-institute/general-information. I will be there to answer questions. I hope to see you there!

Sincerely,

Barbara Guckenberger, CMTW, MTAW President