

# Treasurer's Retreat Registration Form

## Oct. 26-27, 2021

**Proof of COVID-19 vaccination required for in-person participants.**

**Please attach a copy of your vaccination card when mailing this to MTA or send via fax (517) 321-8908 or email [secure@michigantownships.org](mailto:secure@michigantownships.org). Online registrants will be given instructions for uploading an image.**

_____	
Township	County
_____	
Name	Title
_____	
Email Address	
_____	
Name	Title
_____	
Email Address	

*Do you have special dietary or accessibility needs? Let us know by calling (517) 321-6467 Ext. 230 OR email [kristin@michigantownships.org](mailto:kristin@michigantownships.org) at least a week in advance.*

**NOTE: Payment must accompany form in order to be processed.**

- Check enclosed (payable to MTA)
- Charge to: (circle one) MasterCard VISA

- - -	/
Card #	Expires

_____	_____
Print Card Holder's Name	Signature

**Retreat rates:** Includes all sessions, meals and activities. Housing is not included; lodging details will appear in your registration confirmation. **MTA Online Premium** subscribers receive 20% off regular rates.

- Regular rate \$362/person  
\$412/person within two weeks of event
- Premium subscribers \$290/person  
\$330/person within two weeks of event

**BONUS: I saved \$60 on a second full-retreat registration!**

**Virtual rates:** Get access to live streams of select sessions PLUS recorded versions of all sessions following the event for three months. Must register at least one week prior to retreat to join live stream. **MTA Online Premium** subscribers receive 20% off regular rates.

- Regular rate \$290/person
- Premium subscribers \$232/person

**BONUS: I saved \$60 on a second full-retreat registration!**

**Single-day rates:** Includes that day's sessions, meals and activities. Housing is not included; lodging details will appear in your registration confirmation. **MTA Online Premium** subscribers receive 20% off regular rates.

**Check the day you wish to attend:**  Day 1 OR  Day 2

- Regular rate \$229/person  
\$249 within two weeks of event
- Premium subscribers \$183/person  
\$199 within two weeks of event

**TOTAL ENCLOSED:** \$ \_\_\_\_\_

*Above rates are for MTA members; non-members, call MTA for rates.*

Save time, register online at <https://bit.ly/MTAretreats>. Or send your completed registration form with payment and a copy of your vaccination card to MTA, P.O. Box 80078, Lansing, MI 48908-0078; fax: (517) 321-8908. Questions? Call (517) 321-6467 or email [education@michigantownships.org](mailto:education@michigantownships.org).



512 Westshire Drive  
P.O. Box 80078  
Lansing, MI 48908-0078

Prsrt Std.  
US Postage  
Paid  
Lansing, MI  
Permit #765

**Exclusive Event for Treasurers  
and Deputy Treasurers!**



# Township Treasurers' Professional Development Retreat

Oct. 26-27, 2021  
Bavarian Inn Lodge, Frankenmuth





Join fellow treasurers from around the state on Oct. 26-27 for the **Township Treasurers' Professional Development Retreat**. Held at the Bavarian Inn Lodge in Frankenmuth, this retreat offers premier educational programming and excellent networking opportunities. Educational sessions include:

#### Accounting Software: Why it Matters

A great accounting system presents information clearly, so you can find what you need when you need it. It also helps ensure accuracy, from the time of transaction to the final report of financial statements. Join this lively discussion on 'hows and whys', review who does what, when and explore ideas on what software can do to lighten your load.

#### Increasing Your Investment IQ

Review basic investment strategies and identify lawful investments for township funds. Learn more about what your township's investment policy should cover and get tips on the concept of liquidity. Walk away with insights (and lessons learned!) when it comes to investing in a low interest rate environment.

#### Managing Adversity & Hostility

We all encounter unreasonable people, whether it's an unhappy resident or a board member with an opposing view. It's easy to let those challenging individuals impact our attitude. Learn how to avoid personalizing others' behavior (and comments!) and maintain self-control to avoid escalating the problem. Get strategies for winning better rapport, cooperation and respect.

#### State and Local Relationships ... and Your Role

Do you know, on average, the number of bills introduced each legislative session that impact local authority? The percentage is higher than you might think. Often these bills limit local control—sometimes they even eliminate it! Learn what you can do to shape future laws and make a positive impact. You will gain an overview of the legislative process while also learning key principles of advocacy success—interactions with legislators and their staff and strategizing for both short- and long-term advocacy success.

#### MTA switches to 'Plan B' for in-person events

Our members' health and safety are our top concern. Plan A for our return to in-person learning was asking participants to mask regardless of vaccination status or whether the event location required it. That didn't work out. Plan B is that people fully vaccinated from COVID-19 are welcome to participate in person and all others are welcome at our virtual events. Proof of full vaccination by submitting a picture of your COVID-19 vaccination card is now part of our registration process. Once the transmission rates decline again, we will re-evaluate our options. We all look forward to less risky conditions in the future.

#### Why is this MTA's approach?

This policy is undertaken to protect the health and well-being of our attendees, staff, presenters, facility partners, their families, and our communities. In-person participants must also complete an acknowledgment of personal responsibility form. The wearing of masks is still strongly encouraged for all attendees, except when seated during meals. For those who are unvaccinated, have compromised health, or are just not ready to gather in large groups, please consider our virtual retreat. Requirements for in-person participation are subject to change, pending state, local or facility requirements or changes in public health conditions. Any changes will be communicated to registrants prior to the event. We appreciate your understanding as we work to provide safe MTA events.

#### Held at the Bavarian Inn Lodge Conference Center

Located at One Covered Bridge Lane in Frankenmuth

(989) 652-7200

Housing is not included in retreat registration rates. You must first register for the retreat before booking your hotel room. Upon registration, you'll receive a confirmation email that includes a special group code for MTA's room block and discounted rates.

**Cancellations & Substitutions:** Written cancellation requests received at the MTA office two weeks prior to the event will receive a half refund; no refunds will be issued thereafter. Registered attendees who are unable to attend in person will be given access to the virtual version in MTA's Online Learning Center. Or you may substitute another individual from your township for the same retreat. Please contact MTA to let us know of the switch. Changes to hotel reservations must be made directly with the Bavarian Inn Lodge.

## Agenda\*

### Tuesday, Oct. 26

9 a.m.  
Registration check-in  
9:30 a.m.  
*Welcome*  
10 a.m.  
*Accounting Software: Why it Matters*  
11:15 a.m.  
Break  
11:30 a.m.  
*Increasing Your Investment IQ*  
12:45 p.m.  
Lunch  
1:45 p.m.  
*Managing Adversity & Hostility*  
3 p.m.  
Break  
3:15 p.m.  
*State and Local Relationships ... and Your Role*  
4:30 p.m.  
Break  
5 p.m.  
Riverboat cruise  
6:30 p.m.  
Dinner

### Wednesday, Oct. 27

7:30 a.m.  
Breakfast  
8 a.m.  
*What Treasurers Need to Know About Personnel Management*  
9:15 a.m.  
Break  
9:30 a.m.  
*Delinquent Personal Property Tax Review*  
10:45 a.m.  
Break  
11:15 a.m.  
*Special Assessments*  
12:30 p.m.  
Lunch  
1:30 p.m.  
*Grants: You've Got Questions?*  
2:45 p.m.  
Break  
3 p.m.  
*Tax Collection Insights from the County*  
4:15 p.m.  
Adjourn \*subject to change

