

Driving directions

Okemos Conference Center

2187 University Park Dr., Okemos (517) 381-7300

From I-96: Take Exit 110 and head north on Okemos Rd. Turn right onto University Park Dr. In about a quarter-mile, turn right (past the Best Western) and proceed past the Comfort Inn. The Conference Center is located at the back of the parking lot.

Lodging is available at the Comfort Inn, 2187 University Park Dr., Okemos, (517) 347-6690

Lodging and special dietary restrictions

Discounted lodging is available; contact the hotel listed above and let them know you are attending this MTA event. Participants with special needs (dietary, accessibility) should contact MTA at least one week in advance at (517) 321-6467 or kristin@michigantownships.org.

For more information on TGA, log in to the member side of www.michigantownships.org; look under "Training" and select "Township Governance Academy."

Excellence in governance

These courses are part of MTA's Township Governance Academy (TGA). They are designed to enhance your leadership skills and motivate you to take on the challenges and opportunities unique to those serving as an elected official.



Regardless of your position on the board or amount of experience, TGA will move you to a higher level of performance and make your service more rewarding.

Uncertain whether TGA is for you? Try it! You do NOT have to be enrolled in TGA to attend the courses. Credit will be assigned retroactively if you enroll within six months of attending.

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



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

January workshops
examine board roles,
assessing and taxation



Afternoon Class Township Board Roles & Relations



Evening Class Fundamentals of Assessment & Taxation

*Relevant to the entire township board ...
no matter what your level of experience.*

**January 23 at
Okemos Conference Center**

Join MTA at **Okemos Conference Center** on **Jan. 23** and gain insights into how your role as a board member relates to the board as a whole. We'll also help you understand the fundamentals of assessment and taxation. Register for one (or both!) of the sessions described below:

Township Board Roles & Relations

(B-101 - 4 credits; includes lunch served at 11:30 a.m.)

12:30 to 4 p.m.

Examine your role as a board member and how you fit into the board as a whole. Discuss the roles of watchdog, supporter, planner, communicator and manager, as well as the relationships among board members, appointed and elected officials, and the board with the community. Identify the fundamentals of leadership and the ethical standards specific to public servants.

Presented by Larry Merrill, MTA Executive Director

Fundamentals of Assessment & Taxation

(F-105 - 4 credits; includes dinner served at 6 p.m.)

4:30 to 8:30 p.m.

Property taxation and assessment administration are two cornerstones of township operations. From assessment and board of review meetings, all the way to tax collection—it's essential that board members have an understanding of how the process works. Learn more about the Headlee Amendment and Proposal A, as well as truth-in-taxation, assessing and equalization. Delve into a variety of revenue sources coming into the township, including millages, administrative fees and special assessments.

Presented by Shila Kiander, MAAO, Director, Mecosta County Equalization Department

Cancellations & Substitutions

Written cancellation requests received at the MTA office by Jan. 9 will receive a full refund. No refunds will be issued thereafter. You may substitute another individual from your township for your registration at any time without incurring a charge; please notify MTA of the change. Substitutions are not allowed for registrations made using Township Governance Academy scholarship funds.

EVENT DETAILS

Okemos Conference Center

Wednesday, Jan. 23

11:30 a.m.

Registration check-in and lunch

12:30 to 4 p.m.

Township Board Roles & Relations

4 p.m.

Registration check-in

4:30 to 8:30 p.m.

Fundamentals of Assessment & Taxation

(Includes dinner served at 6 p.m.)

These courses are part of MTA's Township Governance Academy, a credentialing program exclusively for township officials. You do NOT need to be enrolled in the program to participate. See reverse panel for additional information.



To Register

Send completed form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078. Payment via credit card may be faxed to (517) 321-8908. Register online at www.michigantownships.org.

Township _____ County _____

Telephone _____ Email Address _____

Name & Title Board Roles Fundamentals Both classes

Name & Title Board Roles Fundamentals Both classes

Name & Title Board Roles Fundamentals Both classes

Name & Title Board Roles Fundamentals Both classes

	Regular Rate*	Early-Bird Rate*
	After Jan. 9	By Jan. 9
Board Roles (B-101)	\$109/attendee	\$ 89/attendee
Fundamentals (F-105)	\$109/attendee	\$ 89/attendee
FULL PROGRAM: Both classes!	\$218/attendee	\$ 178/attendee

of Sessions Registration Fee Total

_____ x _____ = _____

*Rates apply to MTA members. Non-members, call for rates.

Register by Jan. 9 and save up to \$40!

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 _____