

## What is a WisLine?

A WisLine is a live teleconference offered by the University of Wisconsin-Extension that you attend from your home or office telephone. Presenters who have expert knowledge on the topic will offer an informal talk and an opportunity for questions and answers. Because there is no visual presentation in these teleconferences, it's recommended that you follow along with the supporting materials you will receive.

If you cannot attend the live session, you have the option to purchase the program in one of two formats:

- **Materials Bundle:** a CD recording of the program and a paper copy of the printed materials later in 2015
- **Audiostream:** streaming audio and PDF of the materials. Includes a digital recording of the broadcast and a digital copy of the reference materials to be sent 2-3 weeks following the program

With the materials bundle and the audiostream, you will be able to hear the question-and-answer session that occurred in the live teleconference, but will not have a chance to ask your own questions.

For questions regarding the programs, please contact the Local Government Center at 608-262-9960.

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Cover Photograph: *Honey Creek Town Hall*  
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# Local Government CENTER

**UW**  
*Extension*  
University of Wisconsin-Extension

## Local Government Essentials Spring 2015



### A WisLine Teleconference Series

*developed for town,  
village, city and county officials*

**UW-Extension Local Government Center**

**League of Wisconsin Municipalities**

**Wisconsin Counties Association**

**Wisconsin Towns Association**

**Wisconsin Department of Revenue**

**UW-Extension County Offices**

## Local Government Essentials Spring 2015

These programs cover fundamental topics Wisconsin local governments will face this spring. Each program will provide ample opportunity for participant questions and comments. Programs will be moderated by UW-Extension's Local Government Center staff.

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### How to Run the Annual Town Meeting

*Monday, March 16, 2015  
10:30 am — 12:00 noon*

Every year Wisconsin Towns are required by law to convene a meeting of its electors. Learn the statutory requirements and best practices required for running a successful annual town meeting.

*Presented by Attorney Carol Nawrocki,  
Wisconsin Towns Association*

### Wisconsin Alcohol Beverage Regulation and Licensing

*Monday, May 4, 2015  
9:30 am — 12:00 noon*

Wisconsin municipalities are required to appropriately review and issue alcohol licenses according to state law. Prepare for your municipality's review and issuing of licenses by learning the statutory requirements for alcoholic beverage licenses, municipal licensing actions, recent court decisions and any legislative changes.

## Regulation of Alcoholic Beverage Licensing, continued

*Presented by Attorney Carol Nawrocki,  
Wisconsin Towns Association; Attorney Claire Silverman,  
League of Wisconsin Municipalities; and Tom Ourada,  
Wisconsin Department of Revenue*

### Developing the Annual Budget

*Monday, July 13, 2015  
10:30 am — 12:00 noon*

About this time each year, local governments throughout the state are beginning to develop and think about next year's budget. Join this program to learn the requirements of Wisconsin Statutes 60, 61, and 65 and procedures that local governments are subject to in developing their annual budget. Gain not only a good understanding of the policies and rules that apply but also the "how and why" of local government budgets.

*Karl Green, LaCrosse County UWEX County Resource Development Educator and Interim Local Government Specialist*

### Cost

**Live attendance:** \$20. A link to the reference materials (PDF) will be sent with the connection information.

**Live attendance plus hard copy of reference materials:** \$35.

**Online audiostream with PDF:** \$28 (Available two to three weeks after live teleconference at [learningstore.uwex.edu](http://learningstore.uwex.edu))

## Registration

To register online, follow the link at [lgc.uwex.edu](http://lgc.uwex.edu) or call 608-262-0810.

An email with connection information and a link to the PDF of the reference materials will be sent out beginning five days before the program.

You may order a hard copy of the reference materials when you register. Please register 10 calendar days before the program to allow time for U.S. Postal Service delivery.

**Cancellation policy:** You may cancel up to 10 days before the program and still receive a refund.

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### Coming in Mid-March

## Board of Review

Watch the Local Government Center website at [lgc.uwex.edu](http://lgc.uwex.edu) for the announcement of Board of Review certified training:

- Video program on DVD for all Board of Review members
- WisLine teleconferences for Board of Review question-and-answer sessions included
- Written materials included
- Program approved by the Wisconsin Department of Revenue