

## WISLINE PUBLIC SITES

Individual sites may not be available for every program. Your registration confirmation will list the address where you are attending. If you register later than 10 days before the program, please phone the WisLine site to confirm that it is available.

Site #	City	Location	Phone #
4000	Adams	Adams Cty Extension	608-339-4236
4007	Alma	Buffalo Cty Courthouse	608-685-6256
4038	Antigo	Langlade Cty Ext Office	715-627-6236
4050	Appleton	Outagamie Cty UWEX	920-832-5121
4001	Ashland	Ashland Cty Courthouse	715-682-7017
4069	Baldwin	St. Croix Cty Ag Center	715-684-3301
4055	Balsam Lake	Polk Cty Center Building	715-485-8600
4064	Baraboo	Sauk Cty UWEX	608-355-3250
4003	Barron	Barron Cty Off Complex	715-537-6250
4031	Black River Falls	Jackson Cty Ext Office	715-284-4257
4009	Chilton	Calumet Cty Courthouse	920-849-1450
4010	Chippewa Falls	Chippewa Cty Courthouse	715-726-7950
4025	Crandon	Forest Cty Courthouse	715-478-2212
4037	Darlington	LaFayette Cty Ag Center	608-776-4820
4029	Dodgeville	Iowa Cty UWEX	608-935-0391
4052	Durand	Pepin Cty Gov't Ctr	715-672-5214
4073	Eagle River	Vilas Cty Courthouse	715-479-3648
4022	Eau Claire	Eau Claire Cty UWEX	715-839-4712
4075	Elkhorn	Walworth Cty UWEX	262-741-3186
4053	Ellsworth	Pierce Cty Office Building	715-273-6781
4023	Florence	Florence Resource Center	715-528-4480 ext. 49
4024	Fond du Lac	UWEX-Fond du Lac	920-929-3170
4005	Green Bay	Brown Cty Ag & Ext Ctr	920-391-4610
4028	Green Lake	Green Lake Cty Courthouse	920-294-4032
4065	Hayward	Sawyer Cty Courthouse	715-634-4839
4030	Hurley	Iron Cty Courthouse	715-561-2695
4061	Janesville	Rock Cty Courthouse	608-757-5696
4032	Jefferson	Jefferson Cty UWEX	920-674-7296
4017	Juneau	Dodge Cty Admin Building	920-386-3790
4044	Keshena	Menominee Cty Courthouse	715-799-4654
4035	Kewaunee	Kewaunee Cty Courthouse	920-388-7141
4036	La Crosse	La Crosse Cty UWEX	608-785-9593
4062	Ladysmith	Rusk Cty Courthouse	715-532-2151
4026	Lancaster	Grant Cty UWEX	608-723-2125
4015	Madison	The Pyle Center	608-262-1598
4040	Manitowoc	Manitowoc Cty UWEX	920-683-4169
4042	Marinette	Marinette Cty Courthouse	715-732-7510
4033	Mauston	Juneau Cty UWEX	608-847-9329

## WISLINE PUBLIC SITES CONTINUED

Site #	City	Location	Phone #
4070	Medford	Taylor Cty USDA Serv Ctr	715-748-3327
4021	Menomonie	UW-Stout	715-232-5239
4020	Menomonie	Dunn Cty Ag Center	715-232-1636
4039	Merrill	Lincoln Cty UWEX	715-536-0304
4027	Monroe	Green Cty UWEX	608-328-9440
4043	Montello	Marquette Cty Services Ctr	608-297-9153 ext. 3
4011	Neilsville	Clark Cty Courthouse	715-743-5121
4048	Oconto	Oconto Cty Courthouse	920-834-6845
4083	Oshkosh	Winnebago Cty UWEX	920-232-1980
4058	Phillips	Price Cty UWEX	715-339-2555
4051	Port Washington	Ozaukee Cty Admin Center	262-284-8288
4013	Portage	Columbia Cty Annex Bldg	608-742-9680
4014	Prairie du Chien	Crawford Cty UWEX	608-326-0223
4088	Reedsburg	Reedsburg Public Library	608-768-7323
4049	Rhineland	Oneida Cty UWEX	715-365-2750
4060	Richland	Richland Cty UWEX Center	608-647-6148
4054	River Falls	UW-River Falls	715-425-3256
4067	Shawano	Shawano Cty Courthouse	715-526-6136
4068	Sheboygan Falls	Sheboygan UWEX	920-467-5740
4008	Siren	Burnett Cty Gov't Center	715-349-2151
4047	Sparta	Monroe Cty Courthouse Anx	608-269-8722
4077	Spooner	Washburn Cty UWEX	715-635-4444
4056	Stevens Point	Portage Cty UWEX	715-346-1316
4018	Sturgeon Bay	Door Cty/City Library	920-746-2261
4019	Superior	Douglas Cty UWEX	715-395-1363
4072	Viroqua	Vernon Cty Ext Office	608-637-5276
4004	Washburn	Bayfield Cty Courthouse	715-373-6104
4080	Waukesha	Waukesha Cty Admin Ctr	262-548-7770
4081	Waupaca	Waupaca Cty Courthouse	715-258-6231
4041	Wausau	Marathon Cty UWEX	715-261-1231
4082	Wautoma	Waushara Cty Courthouse	920-787-0416
4045	West Allis	Milwaukee Cty Extension	414-290-2430
4079	West Bend	Washington Cty UWEX	262-335-4480
4071	Whitehall	Trempealeau Cty Courthouse	715-538-2311
4085	Wisconsin Rapids	Wood Cty Courthouse	715-421-8440

University of Wisconsin Extension  
Local Government Center  
610 Langdon St., Rm. 229  
Madison, WI 53703-1195



# Conducting Local Elections

A WisLine Teleconference Series  
2006-2007



With Special Sessions for Chief  
Elections Inspector Recertification



Sponsored by:  
UW-Extension Local Government Center  
Wisconsin State Elections Board  
UW-Extension County Offices



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## REGISTRATION FORM

Participation in an active WisLine session costs \$15.00, which includes the written materials. Materials will be sent to the site if you register at least 10 days prior, or to your address if you register late. Cancellations must be received 10 days prior in order to receive a refund.

Other learning options available a few days after the live WisLine:

- Purchase Materials Only and you receive written materials along with your choice of audio CD or cassette tape. Call (608) 262-9960 or visit [www.uwex.edu/lgc/materials](http://www.uwex.edu/lgc/materials).
- Purchase audio-streamed program online at [www.uwex.edu/lgc/stream](http://www.uwex.edu/lgc/stream).

### REGISTRATION FORM 1742

2006-2007 - Conducting Local Elections Teleconference Series

WisLine Location (see back panel) \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Government Unit \_\_\_\_\_

Check session(s) you wish to attend at \$15.00 each:

- |   |   |
|---|---|
| <input type="checkbox"/> Aug. 22 (Fall Elecs.)    | <input type="checkbox"/> Nov. 30 (Caucus Proc.)   |
| <input type="checkbox"/> Oct. 10 (Nov. Elec.)     | <input type="checkbox"/> Feb. 6 (Clerk Duties)    |
| <input type="checkbox"/> Oct. 24 (App. Officials) | <input type="checkbox"/> Mar. 20 (Recount)        |
| <input type="checkbox"/> Nov. 21 (Getting Cand.)  | <input type="checkbox"/> May 8 (What Every Clerk) |

Mail form and fee to:

WisLine Registrations  
Dept. 111, Room 139  
702 Langdon Street  
Madison, WI 53706

Or register by fax: (800) 741-7416; or phone: (608) 262-0810, using credit card for payment.

For questions only (no registration): (608) 262-9961

Method of payment: Visa  MC  Am Exp.

Credit Card # \_\_\_\_\_

Cardholder's name \_\_\_\_\_ Exp. Date \_\_\_\_\_

Bill Me  Check Enclosed

[Make check payable to UW-Extension]

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## CONDUCTING LOCAL ELECTIONS

### 2006-07 WisLine Teleconference Series

*Presenters for the following WisLine Series will be representatives from the Wisconsin State Elections Board.*



**August 22, 2006** (Tuesday), 10:30 a.m.–11:50 a.m. **FALL ELECTIONS/ABSENTEE VOTING/CHANGES IN ELECTION LAW** (#1742-1) – Are you prepared for the primary and general elections? Do you know how voting and counting procedures for the September Primary differ from the voting and counting procedures for the November General Election? Find out, and also receive last-minute answers to your questions about responding to requests for absentee ballots and other election administration issues, including recent changes in election law.



**October 10, 2006** (Tuesday), 10:30 a.m.–11:50 a.m. **IMPORTANT POINTS TO REMEMBER FOR THE NOVEMBER ELECTION** (#1742-2) – A review of procedures essential to successful navigation through the November Presidential and General Election.



Attendance at August 22, October 10, and March 20 sessions counts toward chief elections inspectors' requirement for continuing election education for recertification. Each session earns 1.5 hours.

**October 24, 2006** (Tuesday), 10:30 a.m.–11:50 a.m. **APPOINTING ELECTION OFFICIALS** (#1742-3) – Brush up on procedures for appointing election officials. Learn about the change in election official terms, a timely issue since appointments are made in December 2006.

**November 21, 2006** (Tuesday), 10:30 a.m.–11:50 a.m. **GETTING CANDIDATES ON THE SPRING BALLOT** (#1742-4) – Check out the procedures for getting local candidates on the ballot when nomination papers are used. Also, this is your time to share your questions and receive our answers relating to the upcoming spring filing deadlines for local candidates.



**November 30, 2006** (Thursday), 10:30 a.m.–11:50 a.m. **CAUCUS PROCEDURES FOR TOWNS AND VILLAGES** (#1742-5) – There really is a proper way to conduct a caucus! Here's an opportunity to find out what to do and what not to do, based on the experience of others.

**February 6, 2007** (Tuesday) 10:30 a.m.–11:50 a.m. **MUNICIPAL ELECTIONS/CLERK'S DUTIES** (#1742-6) – A review of duties such as issuing absentee ballots, handling write in candidates, election results, municipal boards of canvassers and issuing certificates of election.



**March 20, 2007** (Tuesday), 10:30 a.m.–11:50 a.m. **RECOUNT HOW-TO'S** (#1742-7) – Learn what to do for a recount. Get pointers to make your job easier, gathered from those who have actually lived through a recount. For those who anticipate a close race for an office up for election, or for those who just wish to be prepared.

**May 8, 2007** (Tuesday), 10:30 a.m.–11:50 a.m. **WHAT EVERY CLERK NEEDS TO KNOW – AND DIDN'T KNOW TO ASK** (#1742-8) – A beginner's guide to basic election information. Topics include: running a local election, notices, ballot preparation and more.

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### What is a WisLine?

A WisLine is a **live teleconference** offered by the University of Wisconsin-Extension. You pre-register by mail, fax or phone to attend at a public WisLine site convenient to you. The day of the program, you will go to a room set up for two-way sound communication. Because there is no visual presentation in these teleconferences, you will receive a packet of printed materials that will be referred to throughout the program and that you can take home.

This series of eight programs is designed to keep local government officials up to date on the administration of elections in Wisconsin. Current procedures and processes for officials involved in conducting elections will be discussed by representatives from the Wisconsin State Elections Board. Programs will be moderated by UW-Extension's Local Government Center Staff.

Some sessions meet chief elections inspectors' continuing education requirements for recertification.

*UW-Extension provides equal opportunities in employment and programming, including Title IX requirements.*

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