CONDUCTING LOCAL ELECTIONS
A WisLine Teleconference Series
2009-2010
Sponsored by:
UW-Extension Local Government Center
League of Wisconsin Municipalities
Wisconsin Counties Association
Wisconsin Towns Association
UW-Extension County Offices
Wisconsin Government Accountability Board – Elections Division

Public WisLine Sites

Individual sites may not be available for every program. Please contact the site in your area well in advance of your program to verify room availability and directions.

UW-Extension provides equal opportunities in employment and programming, including Title IX requirements.
REGISTRATION FORM 1771
2009-2010 WisLine Teleconference Series

Participation in an active WisLine session costs $20, 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 a "materials bundle" and receive written materials along with an audio CD of the actual teleconference. Call (608) 262-9961 or visit: lgc.uwex.edu/WisLines
- Purchase audio-streamed program online at: lgc.uwex.edu/stream

WisLine Location (see back panel)
Name __________________________
Address ____________________________________________________________
City __________ State ______ Zip ______
Phone ( ) ____________________
E-Mail Address ________________________________
Government Unit ____________________________

Check box(es) you wish to attend at $20 each:
☐ Oct. 7; Election Forms & Counting Votes
☐ Oct. 21; Appointment Election Officials
☐ Nov. 4: Cracker Barrel
☐ Nov. 16: Candidates on Ballot
☐ Dec. 2; Caucus Procedures
☐ Jan. 20: Absentee Voting & Voting Deputies
☐ Mar. 17: Recount How-To’s
☐ Apr. 28: Military & Overseas Voters
☐ May 26: Campaign Finance Reporting

Mail form and fee to:
WisLine Registrations
Dept. 111, Room 139
702 Langdon Street
Madison, WI 53706

Or register by fax: (608) 741-4146; or phone: (608) 262-0810, using credit card for payment.

For questions only (no registration): (608) 262-0961

Method of payment: Visa ☐ MC ☐ Am Exp. ☐
Credit Card #: ____________________________ Exp. Date ____________
Cardholder’s name ____________________________
Bill Me ☐ Check Enclosed ☐

(If you have a disability and desire accommodations, please advise us when you register. Requests are confidential.)

REGISTRATION FORM 1771 – Winter 2009-2010 WisLine Teleconference Series

CONDUCTING LOCAL ELECTIONS
2009-10 WisLine Teleconference Series

Presenters will be representatives from the Wisconsin Government Accountability Board – Elections Division.

October 7, 2009 (Wednesday), 10:30-noon. COMPLETING ELECTION DAY FORMS AND COUNTING VOTES (#1771-1) – Brush up on the procedures you need to know for counting votes and completing and filing paperwork related to election results.

October 21, 2009 (Wednesday), 10:30-noon. APPOINTING ELECTION OFFICIALS (#1771-2) – Brush up on procedures for appointing election officials, a timely issue because appointments are made in December.

November 4, 2009 (Wednesday), 10:30-noon. CRACKER BARREL (#1771-3) – This will be an “open mic” session in which you have the opportunity to ask your questions. You may submit your question in advance to dan.hill@uwex.edu or wait until the morning of the program and ask them “live.”

November 18, 2009 (Wednesday), 10:30-12:30 p.m. GETTING CANDIDATES ON THE SPRING BALLOT (#1771-4) – Learn or review the procedures for getting local candidates on the ballot when nomination papers are used. Also, this is your time to share your questions and our answers relating to campaign finance reporting and filing deadlines for local candidates.

December 2, 2009 (Wednesday), 10:30-noon. CAUCUS PROCEDURES FOR TOWNS AND VILLAGES (#1771-5) – 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 experiences of others.

January 20, 2010 (Wednesday), 10:30-noon. ABSENTEE VOTING AND SPECIAL VOTING DEPUTIES (NURSING HOMES) (#1771-6) – Learn the requirements for handling absentee voting with a special emphasis on appointment and training special voting deputies who will handle voting in nursing homes, retirement homes, and CBFRS.

March 17, 2010 (Wednesday), 10:30-noon. RECOUNT HOW-TO’S (#1771-7) – Learn what to do for a recount. Get pointers to make your job easier, gathered from those who have actually lived through one. For those who anticipate a close race for an office up for election, or for those who just wish to be prepared.

April 28, 2010 (Wednesday), 10:30-noon. ABSENTEE VOTING-EMPHASIS ON THE SPECIAL REQUIREMENTS ASSOCIATED WITH MILITARY AND OVERSEAS VOTERS (#1771-8) – Do you know the difference between a military elector and an overseas elector? Are you following all the procedures associated with military and overseas electors? Gain understanding about the statutory requirements and the “whys” behind them.

May 26, 2010 (Wednesday), 10:30-noon. CAMPAIGN FINANCE REPORTING FOR FALL ELECTION (#1771-9) – Everything candidates, county clerks and political committees need to know about complying with campaign finance law.

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 nine 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 Elections Division of the Wisconsin Government Accountability Board. Each session will provide ample opportunity for participant questions and comments. Programs will be moderated by UW-Extension’s Local Government Center Staff.


Indicates that each of these sessions earns participants 1.5 hours of credit towards the recertification requirement of the chief elections inspectors.