



2018 Board of Directors



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MMTA President
Clerk/Treasurer – City of Ithaca
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Rande Listerman, CPFA, MiCPT
MMTA Vice President
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MMTA Treasurer
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Susan Daugherty, CPFA, MiCPT
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Treasurer, Green Oak Charter Township
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MMTA Director – Communications
Treasurer, City of Lansing
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Rachel Piner, CPFA, CPFIM, MiCPT
MMTA Director – Education
Treasurer, City of Williamston
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Laurie Sheldon
MMTA Director - Membership
Treasurer, City of Kentwood
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Sarah Kady, MiCPT
MMTA Parliamentarian
Treasurer/Assessor/Clerk, City of Marlette
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Kathleen Davis
MMTA Associate Director
Vice President and Sr. Relationship
Manager, JPMorgan Chase & Company
620 S Capitol Ave, Lansing MI 48933
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Save the Date

MMTA Educational Opportunities

Advanced Institute: May 7 - 9, 2018

*Attendees Must Be Graduates of Basic Institute
The H Hotel • Midland*

Featuring: Internal Controls & Fraud Protection • Update from Treasury
Bridging Communication Gaps in the Workplace • Latest in Legislative News
Preparing & Investing for Life's Challenges • Effective Communications
Governmental Accounting Standards Board (GASB)
Financial Policies: What's Expected vs What's Required • Managing Investments

MMTA In the UP: June 1, 2018

*All MMTA Members are Welcome At MMTA in the UP
Lakeview Arena • Marquette*

A full day of educational sessions.

MMTA 40th Fall Conference: September 23 - 26, 2018

*All MMTA Members are Welcome At Fall Conference
Double Tree Bay City Riverfront*

Annual Meeting • Incredible Educational Sessions • Legislative Update
PRIME Award Presentation • Great Networking & Recreational Activities

APT US&C Annual Conference: July 22 - 25

*Peabody Hotel, Memphis Tennessee
Visit www.apтусc.org for more information.*

Winter Workshop: January, 2019

*All MMTA Members are Welcome At Winter Workshop
Location TBD*

A day and a half of topical education.

Basic Institute: April 28 - May 3, 2019

Advanced Institute: May 20 - 22, 2019

MMTA-MI.ORG FOR MORE INFO



SCHOLARSHIP GUIDELINES

The following guidelines shall serve as the basis for scholarship awards:

- ◆ The applicant must have maintained membership as an Active Member, as defined in Article III, Section 1 of the MMTA bylaws, for at least 12 months immediately prior to submitting the Scholarship Application.
- ◆ The Scholarship can apply toward any MMTA-sponsored function that MiCPT or CPFA points are awarded for attending.
- ◆ The applicant must have been refused funding by his or her municipality. Proof of refusal shall be submitted with the Scholarship application in the form of a letter from the Mayor/Supervisor/Manager/Department head or through a copy of the adopted minutes from the Board meeting at which the funding was refused.
- ◆ Scholarships shall be limited to registration fees only and may or may not be awarded for the full amount of the registration fee. No funds shall be provided for lodging, meals or transportation costs.
- ◆ The MMTA Board shall only approve scholarship awards if funds are available in the Scholarship Fund.
- ◆ Scholarships shall be awarded on a first come, first served basis provided the applicant meets all other qualifications.
- ◆ No more than one (1) scholarship shall be granted to any applicant or any municipality in any one calendar year. No more than three (3) scholarships shall be awarded to any one municipality in a 10-year period.
- ◆ The Education Committee Chair shall review all scholarship applications and make recommendations to the MMTA Board of Directors.
- ◆ The MMTA Board of Directors shall have the final say in awarding scholarships and must do so by a roll call vote.
- ◆ The MMTA Board of Directors, by a majority roll call vote, may discontinue the Scholarship Program at any time.

Please direct any questions and/or submit the completed application to:

Rachel Piner

Education Committee Chair

City of Williamston ◆ 161 E. Grand River Ave. ◆ Williamston, MI 48895

(517) 655-2774 ◆ treasurer@williamston-mi.us

Michigan Municipal Treasurers Association

www.mmta-mi.org



SCHOLARSHIP APPLICATION

Applicant's Name _____
Last First Nickname

Title _____

Employer _____

Address _____
Street/PO Box City State Zip

Telephone _____ Email Address _____

Please check for which program you are requesting the scholarship:

- | | |
|--|---|
| <input type="checkbox"/> Basic Institute – First Year | <input type="checkbox"/> Annual Fall Conference |
| <input type="checkbox"/> Basic Institute – Second Year | <input type="checkbox"/> Winter Workshop |
| <input type="checkbox"/> Basic Institute – Third Year | <input type="checkbox"/> MMTA in the UP |
| <input type="checkbox"/> Advanced Institute | <input type="checkbox"/> Other _____ |

Have you applied to your municipality for funds to attend this program?

- Yes.** Please complete the remainder of the application.
- No.** STOP HERE. You do not qualify for scholarship funding.

What is the registration fee for the program for which you are requesting funding? _____

What is the amount your municipality has agreed to provide for this program? _____

Have you been a member of the MMTA for at least 12 months? No Yes Since: _____

Have you previously received a scholarship from the MMTA? No Yes Year(s): _____

Please provide written evidence from the Mayor/Supervisor/Manager/Department Head or a copy of the adopted minutes of the board meeting stating that the request for funding was submitted and denied or partially funded with an explanation of the action taken.

I do hereby attest that the information submitted on and with this application is true and correct to the best of my knowledge.

Signature _____

Date Submitted _____

MMTA USE ONLY	
Received by Education Committee Chair	____ ____ ____
MMTA Board APPROVED/DENIED	____ ____ ____
Amount Approved	_____

Michigan Municipal Treasurers Association

Code of Professional Ethics and Conduct

I. Purpose

This Code of Professional Ethics and Conduct ensures a uniform adherence to the Association's long-standing policies related to legal, moral and professional standards of conduct. This code also informs the public at large as to how the Association approaches matters involving ethics. The principles set forth in this code will govern the conduct of all members of the Michigan Municipal Treasurers Association.

II. Fiduciary Responsibility

A member will exercise prudence and integrity in the management of funds in his/her custody and in all financial transactions for which he/she is responsible and will maintain the safety of monies placed in his/her public trust.

III. Responsibility as Public Officials

A member will adhere to concepts of effective and efficient local government service being provided by elected and appointed Public Treasurers and Finance Administrators. A member will conduct himself/herself at all times in a manner which serves the public interest and enhances the stature of the profession. A member will uphold the letter and spirit of the law and report violations of the law to the appropriate authorities.

IV. Professional Development

A member will observe professional technical standards and continually strive to acquire knowledge and improve levels of competence in treasury management. A member shall encourage colleagues to improve their competence and set an example for those seeking to enter the field of Public Treasury.

V. Professional Integrity - Information

A member will respect and protect privileged information. A member will conduct government openly so the public may make informed judgements and hold public officials accountable. A member will be sensitive and responsive to inquires from the public and the media.

VI. Professional Relationships

A member will maintain the highest ideals of honor, integrity, and objectivity in all professional relationships.

VII. Conflict of Interest

A member will not seek any favor or accept any personal gains which would influence, or appear to influence, the objectivity or conduct of official duties.

VIII. Member Misconduct

The Association will not accept or condone unethical conduct under any circumstances. A member found by the Board of Directors to be in violation of any provision of this Code of

Ethics and Conduct will be expelled from membership for a length of time to be determined by the Board and, if the member holds the designation of Certified Public Finance Administrator, the Board may request that the Association of Public Treasurers of the United States and Canada revoke the designation.

By accepting membership in the Michigan Municipal Treasurers Association, each member agrees to be bound and governed by this Code of Professional Ethics and Conduct.