

# MAT BASICS

## **What is the Minnesota Association of Townships?**

*MAT is a non-profit corporation responding to the 1,781-member Townships in our State. Established in 1933, to maintain the township form of government.*

## **The Minnesota Association of Townships (MAT)**

**Mission** is *"The Mission of the Minnesota Association of Townships (MAT) is to support and promote the township form of local government in Minnesota through educational programs, structured advocacy, vital collaboration, and procurement of critical resources fundamental to local governments.*

MAT Works on Your Behalf!

## **MAT Objectives and Purpose**

- The MAT Corporation is a non-profit corporation and qualified under Section 501(c)(3) of the Internal Revenue Code for charitable, educational, and other exempt purposes.
- Education and Advocacy — Helping township officials deliver efficient, effective, and economical township government.
  - Providing townships and their officers with a single, unified voice
  - Educational/Training programs to help aid township officials
  - Research-based materials – forms and documents to help townships
  - Educating the public about the heritage and future of township government and its role in state government and the federal system
- Charitable — assisting township governments acquire vital resources
  - Intergovernmental cooperation and collaboration;
  - Bonding, recognizance, surety, and undertaking to guarantee against a loss resulting from a township clerk, treasurer, or other official;
  - Insurance policies and/or other coverages for townships and their officials; and
  - Other tools required by a township to function sustainably.
- **MAT's Board of Directors adopt and implement policies and programs to assist town officers.**

**Notes:**

2018 Spring Short Course  
1:30 pm

## What does the MAT do for You?

- **Educational Events**
  - Spring Short Course, Town Law Review, Summer Short Course, District Meetings, Annual Education Conference and
  - On-Site Trainings for Clerks – New Clerk Training in May
- **New Website** with online resources- [www.mntownships.org](http://www.mntownships.org)
- **Minnesota Township Insider Magazine**- mailed to all member officers (quarterly, plus December)
- **Township Calendar**- included in the December magazine issue; great resource for members
- **Communications**: Constant Contact Updates and Alerts; Facebook and Twitter
- **Annual Town Manual**- updated every year- all new officers that attend today receive one, and for sale to other members, a great tool to use at your meetings.
- **Law Book**- new Edition in 2017; one for every township (pick up at registration desk if your township does not have a copy.)
- **Advocacy**: Lobby the Federal and State Governments to make sure new laws are compatible and are not negative toward Town Governance. See 2018 MAT Legislative Priorities Issues.
- Legislative updates weekly on our website during session.
- **L&R Lobby Day**: Educate State Legislators on impact of townships by proposed legislation
- **L&R Resolution Process**: Submit resolution on state or federal policy affecting townships. With five committees: Annexation, Environmental, Government Operations, Taxes and Transportation
- Provide working relationships with other government units (City, County, School Board) called the **Big-4**
- Membership in **National Association of Towns and Townships**; they track Federal Legislation and Federal Agency Rules that impact townships
- **A Staff** assembled to help Town Officials perform their duties of the office they hold- MAT has 13 full time employees, a part-time claims administrator, and 3 part-time trainers.
- **Access to Staff** –Attorneys to answer questions and trainers for clerks and treasurers if you have specific questions
- **Provide Insurance as needed by Towns**; Workman's Comp, Provide Bond Trust for Clerk & Treasurer and Consolidated Liability Coverage (CLC), full township coverage

Notes:

## **How is the Minnesota Association of Townships Assembled?**

- 1781 of 1783 Townships in Minnesota
- Township Board: Clerk, Treasurer, 3 or 5 Supervisors
- Roughly 9,000 Township Officers
- Approximately 55,000 miles of roads, more than any other road authority in the State
- About 925,000 Minnesotans live in Townships

## **MAT Districts**

- State divided into 13 MAT Districts
- One Director from Each District
- Elected for 3-year terms at District Meeting
- Represent you at the State level- making sure your voice is heard
- Attend County Unit meetings in their district
- Attend other “local meetings” to stay in the know and represent you

## **Levels of MAT**

1. Town Board: Township Board: Clerk, Treasurer, 3 or 5 Supervisors
2. County Units- 87 Counties
  - Disseminate local information and resolve local issues
  - Work with County Staff in the best interest of the townships in your County.
  - Coordinate with County Units and Lobby Days
  - Develop Resolutions
  - Select L&R Representatives
3. District Meetings
  - Held in August and September each year.
  - Election of District Representative, every three years
  - MAT Updates
4. State Association
  - Annual Education Conference and Business Meeting. Held third week in November. This year in Duluth. The theme is: Powering Our Future: Energy to Build on in Your Township.
5. NATaT and Multi-State Events

## **MAT Scholarships**

- Six-\$1000 scholarships to juniors in the State of MN given at the Annual Conference. Students must submit an essay that deals with the theme of our conference.

**Notes:**

### Other Township Involvements

- Sponsoring training events with Big 4- School Board, Cities, Counties and MAT (handouts on table)
- Member of Transportation Alliance of Minnesota
- Many Other State Boards and Committees: Broadband, Noxious Weeds, Transportation, LTAP, MN Fire Training Board
- Local Government Innovation Awards – promote township submitted to wins grants of up to \$5000 for innovative projects.
- FarmFest participant- a great stage to meet and discuss township needs with congressional and legislative representatives.
- Promos for township annual meetings on media outlets to promote attendance at our annual meetings- Linder Farm Network- others

### New Officers – Who Needs to Know? (Back cover of Manual)

- When providing notices include: address, phone number, e-mail and which Board member they replaced.
- MN Association of Townships- website change of officer form; ([www.mntownships.org](http://www.mntownships.org)) on top bar of website and on Contact Page) or E-mail- [info@mntownships.org](mailto:info@mntownships.org); or Phone -763-497-3361 or 800-228-0296- all members. (Remember to submit the Township List of Officers each year. This is how we make sure members receive communications from MAT.)
- County Unit Secretary- all members
- Department of Revenue when Treasurer change occurs- helpdesk 651-201-8106
- State Auditor's Office when Clerk or Treasurer change occurs 651-297-3682
- PERA- Payroll person responsible either the Clerk or Treasurer 800-652-9026
- County Auditor-all members
  - County Head of Elections, if different from County Auditor, when Clerk change occurs
  - See our website for detailed document for contacts you need also!

Thank you for your service to your community. Please contact us with any questions.

**800-228-0296** or **763-497-2330**

[info@mntownships.org](mailto:info@mntownships.org)

[www.mntownships.org](http://www.mntownships.org)

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