



from your Associate Director

By Jerry B. Crabtree

TOI Associate Director / Education Coordinator

2015 CONFERENCE WAS GREAT!

The 2015 Conference was a SUCCESS! Thank you everyone who attended the association's 108th Annual Educational Conference in Springfield this year. The attendance was great and the feedback from attendees is very much appreciated. The Conference APP continues to provide access to the conference evaluation, so if you attended and have not responded, I encourage you to complete the evaluation as soon as you can. Additionally, the PowerPoint Presentation materials from the speakers that provided them will be available through December, 2015 for your convenience. Please download any of them to share with your township officials.

If you were unable to attend the conference this year, we encourage you to mark your 2016 calendar for **November 13-15, 2016** so you can attend. Additionally, please note to review the January 2016 edition of the *Perspective* magazine for a complete listing of the 2016 education program dates and available topics. There is a program for everyone!

Thank you to the TOI staff (Pam, Amy and Kim) for your tireless efforts to make the conference a stress free success! TOI/TORIMA receptionist Pat Jacob — Thank you for countless hours of copying, cutting, pasting, stuffing and organizing the materials for all attendees.

We appreciate all that you do for TOI. We are a small staff with a large member base. The work that our staff completes professionally and efficiently is appreciated. Kim and Amy had their inaugural TOI conference this year and I think we were able to NOT scare them enough so that they are eager to start right away with the 2016 conference plans.

Annually, we promote the following list as a suggestions to follow up after you return to your township from the annual educational conference.

- Keep the momentum, motivation and interest you have experienced very much alive. As you reflect on your experiences, newly found inspiration and networking relationships, please move forward with your ideas.
- Prepare for the next township board meeting by summarizing what your experiences were at the TOI Conference. Offer copies of handouts / materials you obtained from various resources while attending the event.
- Engage township officials that may not have had an opportunity to attend a TOI event. Help them

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Hot Boxes!

realize the importance of this educational investment.

- Share the program agenda with your board members.
- Promote attending TOI education events in 2016.
- Develop an interest in promoting township government in your jurisdiction. Many do not fully understand the benefits delivered on a daily basis from their individual townships.

The TOI Education Program is a valuable resource for all elected township officials and their administrative staffs. Our demographics and needs are changing as township government continues to be an important part of the local government landscape. With efficient, effective programming the association is able to meet the educational needs of our members. The TOI Board

of Directors values the opportunities presented through our educational outreach initiatives. Additionally, we encourage all elected officials to develop an educational budget for 2016 and provide these resources to your townships. The association administers these program for your benefit.

PROFESSIONAL DEVELOPMENT PROGRAM

TOI is again offering the Professional Development Program series in 2016. Mark your calendars for the first event, scheduled for Friday, **January 22, 2016**. The 2016 program will continue to provide an in depth review of selected topics for township officials. We are able to provide the courses at our TOI headquarters office in Springfield.

January 22, 2016

John Redlingshafer, Attorney, of Heyl Royster is presenting an in depth discussion of INTERGOVERNMENTAL AGREEMENTS in Township Government. Additionally, he will cover how to build your commu-



2016 Professional Development Course I

Intergovernmental Agreements/ Township Record Keeping Boot Camp

The TOI Education Program is pleased to announce the first Professional Development Course of 2016 for township officials and staff. The program is Friday, January 22, 2016 at the TOI Office in Springfield. Registration deadline is Friday, January 15 and is limited to 25 attendees. Cost is \$75 and includes lunch. The seminar is scheduled from 10 a.m. – 3 p.m. to accommodate travel time. Six hours of education credit will be given for workshop completion.

The first part of the session covers Intergovernmental Agreements, “Building Your Community’s Future: Best Practices for Local Government Construction Projects,” presented by John Redlingshafer, Attorney, of Heyl Royster law firm in Peoria and the second portion is “Township Record Keeping Boot Camp” presented by Greg Moredock, Esq of Sorling Northrup. **Deadline to register is Friday, January 15, 2016.**

Name: _____

Township Position: _____

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Mail to TOI, 3217 Northfield Dr., Springfield, IL 62702**

nity's future with a detailed review of best practices in local government construction projects.

Greg Moredock, Esq of Sorling Northrup, LLC is providing a program entitled RECORD KEEPING BOOT CAMP. This program will review the responsibilities and trends that townships can utilize for effective record keeping.

COUNTY ASSOCIATION MEETINGS

Annually, we comment on the available resources to county associations. Of the 85 counties in Illinois that operate under the township form of government, less than 50% are involved in a countywide association. It is through these associations that our outreach and educational program efforts are best achieved. We encourage you to hold and promote county association meetings.

If your township is participating in a county association program soon, please let us know. We are happy to assist in creating an agenda for your event to promote township government and the importance of education for elected township officials.

COMING SOON: TOI WEBINAR SERIES

The Association's Education Program is happy to announce the creation of a webinar program that will be available in 2016. This program, sponsored by TOIRMA, has the primary objective to provide access

to educational materials for officials that may not have the resources to attend a scheduled education program. For a \$25 fee, participants are able to participate in our LUNCH AND LEARN series of 60 minute programs dedicated to various township government administrative topics.

Member feedback indicates that this experience is one that many officials feel would be beneficial to their continued learning. The LUNCH AND LEARN program is a monthly webinar-based program accessible from any computer and phone line. We encourage you to register early, as class size is limited. Directions and program participation requirements and procedures will be provided in the January 2016 issue of *Perspective*. As the director of TOI's Education Program, I ask that you review these program offerings with an open mind. Additionally, think of the benefits of attending monthly programs that can help you continue to develop the skills needed to best perform your duties and responsibilities as an elected township government official.

Each year, in November I reflect on the Thanksgiving holiday and often remember the many gifts I am thankful for. This year is no different. We all can benefit from a bit of reflection on what we have been given and how we can give back to our local communities. I hope you all have a wonderful Thanksgiving holiday.

— J. Crabtree



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